	CAMPUS: CALABA	ARZON						
	ROUTING	SLIP						
Date: 1 4 MAR 2024			1					
Subject: 10R/A? - Tokens for the facilitators of Action Clargazing Activity Approval of STEM Week Comment 2024 Discuss with me Endorsement File Give Status Handle		specify)	REFERENCE NO.: CID-2024-1/2 DATE: 1-4 MAR 2024					
Informat				ACTION/S TAKEN	SIGNATURE	DATE (mm/dd/yy)		
Initial / C	learance ile		the	Honwarded to	fra (7		
Note & Return			rs of	BMU thm	CUZ	1 K-MAR 2024		
Prepare Review	Draft / Reply		12.1/1	FMC	,	1 5 MAR 2014		
Neview				1) 1 1/12	1	1		
Due Date:								
rom:		1		simd	SI	02/18/74		
	1U-01-Ver02-Rev1-10	118/20		Acno		5/18/2		
313-00-1 -1(1)	TO OT VEIOZ-IXEV					14		
	MP	-do-		agned ton &	/8 A: Q	3/18/24		
			_	PR: Fra po				
	LPR	do -		- proposed &	eg	3/19/20ry		
-	Ulur	- do -		forward to p	15 M	3/19		
					1			
1								
- 1		1		1	1			

TO ALL DIVISION RECORDS CUSTODIANS: Once document(s)/record(s) is/are signed, please return to the Records Management Unit (RMU) for proper monitoring and filing.

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

REQUEST FOR QUOTATION FORM & NOTICE (GOODS)

Office/ Campus: PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS

Address/ Contact Details: Sitio Sampaga West, Barangay Sampaga, Batangas City

Quotation No.: Date : 2024-02-062 March 19, 2024

Project:

PROCUREMENT OF TOKENS FOR THE FACILITATORS OF STEM WEEK 2024-STARGAZING ACTIVITY ON APRIL 4, 2024

The PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC) intends to apply the sum of FOUR THOUSAND FIVE HUNDRED PESOS ONLY (Php 4,500.00) being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: PROCUREMENT OF TOKENS FOR THE FACILITATORS OF STEM WEEK 2024-STARGAZING ACTIVITY ON APRIL 4, 2024 OF PSHS-CALABARZON REGION CAMPUS

TERMS OF REFERENCE:

- 1. The Philippine Science High School CALABARZON Region Campus (PSHS-CALABARZONRC) now invites qualified suppliers/dealers/manufactures to submit price quotations for the above-mentioned project with the following deliverables / scopes / specifications:
 - 1.1 For the complete details of this project, please "ORDER" RFQ Form No. 2024-02-062 on the "ASSOCIATED COMPONENTS" link found on this posting;
 - 1.2 Delivery and installation (whenever required) will be at PSHS CALABARZON Region Campus in Sitio Sampaga West, Brgy, Sampaga, Batangas City
- 2. Procurement will be conducted through one of the Alternative Modes of Procurement under the "Government Procurement Reform Act".
- 3. Interested suppliers may obtain the Request for Quotation (RFQ) Form from the Finance and Administrative Division (FAD), PSHS-CALABARZONRC c/o Mr. Edsel E. Espino (043) 724-6199; on March 20-22, 2024 from 9:00am 3:00pm without cost and from https://www.philgeps.net.
- 4. Upon submission of the RFQ, please attach the following documentary requirements:
- a. Mayor's Permit
- b. PhilGEPS Registration Number
- c. DTI or SEC Registration
- d. BIR 2303/OCR Number
- 5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on March 22, 2024, 3:00pm. Suppliers are not required to attend the Opening of Quotations.
- 6. Send your RFQ with complete documentary requirements to bac@cbzrc.pshs.edu.ph and address it to Ronnel S. Escalera, Member, BAC Secretariat.
- 7. The winning supplier will be notified in writing or by phone or otherwise by the Head of the Procuring Entity (HOPE) subject to the provisions of RA 9184 and its Revised IRR.
- 8. The PSHS-CALABARZONRC reserves the right to accept or reject any price offer, and to annul the procurement process and reject all offers at any time prior to contract award, without thereby incurring any liability to the affected supplier or suppliers.

MARY ANGEL L. GAVINA

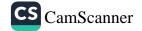
BAC Chairperson



PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

REQUEST FOR QUOTATION FORM & NOTICE (GOODS)

otrice/ Ca	mpus!	P	HILIPPINE SCIENCE HIG	H SCHOOL CALABARZON REGION	CAMPUS		
-	ontact Deta	1000	arangay Sampaga Wes				
SIR/MADAM May we request for quotation on materials enumerate			ation on materials source	t	Quotation No.:		2024-03-062 March 19, 2024
furnish i Dei In c Contrac	the same, withing the same of the same of the same of the start of the same of	we shall be	glad to have your best pr calendar the full delivery/comple iquidated damages/pena		Purchase Order (PO). ed/required, the Supplier/ t (1%) of the Contract		
tem#	OTY	UNIT		ITEM/DESC	RIPTION	UNIT COST	TOTAL COST
				PRICES MUST BE Ta SUPPLY &	DELIVERY	-	
1	3	PIECE		ACILITATORS OF STARGAZING EVEN G #29 WITH FRAME AND MEANS OF	IT 2024 IN CELEBRATION OF STEM W HANGING ON THE WALL	FER	
		1 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 -					
				property and the second			
				4.1			
	ery Term	_	ON OR BEFORE APRIL	1, 2024			
-	ery Time ent Term	_	WITHIN 30-45 CALENDA	AR DAYS AFTER THE COMPLETE D			
Very truly yours. PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT: EDSEL E. ESPINO Authorized Company							
PURCHASER Telephone: 043-779-8320		Representative :	(Signature Over Printed Name)				
IMPORTANT 1. Prices must be typewritten in ink clearly. 2. If offering a substitute/equivalent, specify the brand and make. T.I.N.:							
			ev2-11/04/22	_			



PURCHASE REQUEST

Entity Name:	PHILIPPINE SCIEN	CE HIGH SCHOOL - CALABARZON REGION CANIPOS		Fund Cluster:	1101101	
Office/Section : CID		PR No.: 2624 - 63 - 062 Responsibility Center Code: 19-016-09-00014- 02	Date: morch	19,2024		
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost	
Troparty rva	piece	Procurement of tokens for the facilitators of Stargazing Event 2024	3	1500	4,500.00	
		The state of the s				
					4,500.00	
Purpose: for us	se during the STEN	1 Week 2024 - Stargazing Event 2024				
	Requested by:	0 >	Approve	d by:		
Signature :	ausi	nter	- Super			
Designation :	Eraneis Murillo E Special Science T			Campus Dire		





Certificate No.: SCP000420Q

TERMS OF REFERENCE FOR THE PROCUREMENT OF TOKENS FOR THE FACILITATORS OF STEM WEEK 2024 – STARGAZING ACTIVITY ON APRIL 4, 2024

I. BACKGROUND

The Philippine Science High School-CALABARZON Region Campus (PSHS-CALABARZONRC) stays true to its commitment to provide holistic education to its student scholars. Part of its program is to allow students and faculty members to actively participate in co-curricular and extra-curricular activities that will further enrich its students' learning.

II. RATIONALE

As part of the activities of STEM Week 2024, a stargazing event is set to be conducted on the Campus grounds. Part of the gesture of welcome and hospitality of the Campus is the provision of tokens for the facilitators of the stargazing event.

III. SCOPE OF WORK AND JOB SPECIFICATIONS

The supplier must provide the following:

• Three (3) Taal Balisong #29 with frame and means of hanging on the wall

IV. APPROVED BUDGET FOR THE CONTRACT

The approved budget for the procurement of the tokens is **four thousand five hundred pesos** (**Php 4,500.00**), which shall include the above-mentioned scope of work.

V. MODE OF PROCUREMENT

The mode of procurement is Small Value Procurement in accordance with the 2016 Revised IRR of RA 9184.

VI. EVALUATION AND SELECTION CRITERIA

A proposal with the lowest quotation and complete documents shall be accepted.

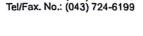
VII. PAYMENT SCHEME

The campus shall not provide advance payment nor pay a reservation fee. Full payment shall be made within 30-45 calendar days after the services have been fully rendered.

Page 1 of 2

Postal Address: Sitio Sampaga West, Brgy. Sampaga, Batangas City

Vebsite: www.cbzrc.pshs.edu.ph



Trunkline.: (043) 779-8320









Certificate No.: SCP000420Q

Prepared by:

FRANCIS MURILLO EMRALINO Stargazing Event Organizer

Recommending Approval:

CID Chief

Certified funds available:

Accountant It

Postal Address: Sitio Sampaga West, Brgy. Sampaga, Batangas City

www.cbzrc.pshs.edu.ph

Budget Officer

Recommending Approval:

Approved by:

Website:

Campus Director

Page 2 of 2

Trunkline.: (043) 779-8320 Tel/Fax. No.: (043) 724-6199