

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.:	2024-05-102
Date :	May 17, 2024

Project:

**PROCUREMENT OF LABORATORY SUPPLIES & EQUIPMENT FOR BIOLOGY, CHEMISTRY,
PHYSICS AND RESEARCH SUBJECT**

The **PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC)** intends to apply the sum of **THREE HUNDRED EIGHT THOUSAND FOUR HUNDRED THIRTEEN PESOS ONLY (Php 308, 413.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **PROCUREMENT OF LABORATORY SUPPLIES & EQUIPMENT FOR BIOLOGY, CHEMISTRY, PHYSICS AND RESEARCH SUBJECT**

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. 2024-05-102 on the "ASSOCIATED COMPONENTS" link found on this posting;
 - 1.2 Supply and delivery (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 May 24 - 29, 2024 from 9:00am – 3:00 P.M. 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. Notarized Revised Omnibus Sworn Statement (An unnotarized Omnibus Sworn Statement may be submitted provided you will submit the notarized one after the award of contract.)
 - e. BIR 2303/OCR Number
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on May 29, 2024, 5:00pm. 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 SHIELA LIZ L. ATIVO, BAC Secretariat Member.
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.

Name of Company: _____
 Name of Representative: _____
 Mobile/Office Phone: _____
 Email Address: _____


ROMEO M. MADRONA, Jr.
 BAC Chairperson

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

REQUEST FOR QUOTATION FORM & NOTICE
(GOODS)

Office/ Campus: PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
Address/ Contact Details: Barangay Sampaga West, Batangas City

SIR/MADAM Quotation No.: 2024-05-102
Date: May 17, 2024

May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.

Delivery within _____ calendar days upon receipt of approved Purchase Order (PO).

In case of failure to make the full delivery/completion within the time specified as offered/required, the Supplier/ Contractor shall be liable for liquidated damages/penalty of one-tenth (1/10) of one percent (1%) of the Contract Price per calendar day of delay minus the value of the delivered/completed portion(s) of the approved P.O./Contract.

Item #	QTY	UNIT	ITEM/DESCRIPTION	UNIT COST	TOTAL COST
PRICES MUST BE Tax (VAT) INCLUSIVE SUPPLY & DELIVERY					
LABORATORY SUPPLIES					
1	2	PACKS	Red litmus paper		
2	2	PACKS	Blue litmus paper		
3	5	PACKS	pH indicator, 0 - 14, 100s		
4	6	BOXES	Whatman filter paper, #4		
5	6	BOXES	Whatman filter paper, #1		
6	100	PIECES	Filter paper ordinary thin, at least 24 X 24 (you may provide your available size)		
7	100	PIECES	Petri dish 15 X 100mm, Class A borosilicate glass		
8	12	PIECES	Wash bottle, 250ml		
9	12	PIECES	Alcohol lamp, 50ml - 60ml		
10	6	PACKS	lens paper for microscope at least 100 sheets / pack		
11	1	PACK	Cuvette, plastic, 10mm (100 pcs per pack)		
12	6	PIECES	Reagent Bottle 100ml, round glass, graduated with autoclavable screw capped cover		
13	6	PIECES	Reagent Bottle 250ml, round glass, graduated with autoclavable screw capped cover		
14	6	PIECES	Reagent Bottle 500ml, round glass, graduated with autoclavable screw capped cover		
15	3	PIECES	Reagent amber Bottle 100ml, round glass, graduated with autoclavable screw capped cover		
16	3	PIECES	Reagent amber Bottle 250ml, round glass, graduated with autoclavable screw capped cover		
17	1	PIECE	Rotary evaporator flask 1L, 24/29 tapered joint, pear shaped		
18	1	PIECE	Receiver flask 1L, 35mm mouth opening, for rotary evaporator		
19	1	UNIT	Desiccator, 210mm, durable, plate included		
20	6	PIECES	Autoclavable Test tube rack at least 60 holes, for 13 - 16mm test tubes		
21	6	BOXES	Nitrile Gloves, Medium (100 gloves/box)		
22	15	PIECES	BOD bottle, 300ml capacity		
23	6	PIECES	Volumetric flask 25 ml, Class A borosilicate glass, with polyethylene snap cap		
24	6	PIECES	Volumetric flask 50 ml, Class A borosilicate glass, with polyethylene snap cap		
25	6	PIECES	Volumetric flask 100ml, Class A borosilicate glass, with polyethylene snap cap		
26	6	PIECES	Volumetric flask 250ml, Class A borosilicate glass, with polyethylene snap cap		
27	4	PIECES	Volumetric flask 1L, Class A borosilicate glass, with polyethylene snap cap		
28	6	PIECES	Burette clamp, double holder		
29	6	PIECES	Iron stand, durable, heavy duty, 60cm (L), 14x20cm (B)		
30	12	PIECES	Tripod, small, round, suitable for 100ml alcohol lamp, 5 inches ht., 4 inches diameter		

Delivery Term : WITHIN 30-60 CALENDAR DAYS AFTER THE RECEIPT OF PURCHASE ORDER
Delivery Time : _____
Payment Term : WITHIN 30-45 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF ITEMS

Very truly yours,


EDSILE E. ESPINO
PURCHASER

Telephone: 043-779-8320

PRICES IN THE ABOVE OFFER ARE
CERTIFIED TRUE AND CORRECT:

Authorized Company
Representative : _____

(Signature Over Printed Name)

Company Name : _____
Address : _____

Telephone nos. : _____
T.I.N. : _____

IMPORTANT

- Prices must be typewritten in ink clearly.
- If offering a substitute/equivalent, specify the brand and make.

PSHS-00-F-PRU-06-Ver02-Rev2-11/04/22

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

REQUEST FOR QUOTATION FORM & NOTICE (GOODS)

Office/ Campus: PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
Address/ Contact Details: Barangay Sampaga West, Batangas City

SIR/MADAM

Quotation No.:
Date :

2024-05-102
May 17, 2024

May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.

Delivery within _____ calendar days upon receipt of approved Purchase Order (PO).

In case of failure to make the full delivery/completion within the time specified as offered/required, the Supplier/ Contractor shall be liable for liquidated damages/penalty of one-tenth (1/10) of one percent (1%) of the Contract Price per calendar day of delay minus the value of the delivered/completed portion(s) of the approved P.O./Contract.

Table with columns: Item #, QTY, UNIT, ITEM/DESCRIPTION, UNIT COST, TOTAL COST. Includes sub-headers: PRICES MUST BE Tax (VAT) INCLUSIVE, SUPPLY & DELIVERY, EQUIPMENT. Lists items like Water Bath, Hot plate, Dropping bottle, etc.

Delivery Term : WITHIN 30-60 CALENDAR DAYS AFTER THE RECEIPT OF PURCHASE ORDER
Delivery Time :
Payment Term : WITHIN 30-45 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF ITEMS

Very truly yours,

Handwritten signature of EDSAL B. ESPINO, PURCHASER

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

Telephone: 043-779-8320

Authorized Company 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.

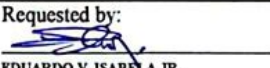
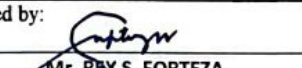
Company Name :
Address :
Telephone nos. :
T.I.N. :

PURCHASE REQUEST

Entity Name: PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS

Fund Cluster: 1101101

Office/Section :		PR No.:	Date:		
Sci. Lab / CID		Responsibility Center Code : 19-016-09-00014-02	May 17, 2024		
Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
Laboratory Supplies					
1	packs	Red litmus paper	2	203.00	406.00
2	packs	Blue litmus paper	2	203.00	406.00
3	packs	pH Indicator, 0 - 14, 100s	5	1,848.00	9,240.00
4	box	Whatman filter paper, #4	6	1,915.00	11,490.00
5	box	Whatman filter paper, #1	6	2,123.00	12,738.00
6	pcs	Filter paper ordinary thin, at least 24 X 24 (you may provide your available size)	100	78.00	7,800.00
7	pc	Petri dish 15 X 100mm, Class A borosilicate glass	100	292.00	29,200.00
8	pc	Wash bottle, 250ml	12	147.00	1,764.00
9	pc	Alcohol lamp, 50ml - 60ml	12	153.00	1,836.00
10	packs	lens paper for microscope at least 100 sheets / pack	6	153.00	918.00
11	pack	Cuvette, plastic, 10mm (100 pcs per pack)	1	1,524.00	1,524.00
12	pc	Reagent Bottle 100ml, round glass, graduated with autoclavable screw capped cover	6	447.00	2,682.00
13	pc	Reagent Bottle 250ml, round glass, graduated with autoclavable screw capped cover	6	533.00	3,198.00
14	pc	Reagent Bottle 500ml, round glass, graduated with autoclavable screw capped cover	6	458.00	2,748.00
15	pc	Reagent amber Bottle 100ml, round glass, graduated with autoclavable screw capped cover	3	2,103.00	6,309.00
16	pc	Reagent amber Bottle 250ml, round glass, graduated with autoclavable screw capped cover	3	2,585.00	7,755.00
17	pc	Rotary evaporator flask 1L, 24/29 tapered joint, pear shaped	1	5,405.00	5,405.00
18	pc	Receiver flask 1L, 35mm mouth opening , for rotary evaporator	1	4,485.00	4,485.00
19	unit	Desiccator, 210mm, durable, plate included	1	5,884.00	5,884.00
20	pc	Autoclavable Test tube rack at least 60 holes, for 13 - 16mm test tubes	6	700.00	4,200.00
21	box	Nitrile Gloves, Medium (100 gloves/box)	6	423.00	2,538.00
22	pcs	BOD bottle, 300ml capacity	15	2,137.00	32,055.00
23	pc	Volumetric flask 25 ml, Class A borosilicate glass, with polyethylene snap cap	6	1,105.00	6,630.00
24	pc	Volumetric flask 50 ml, Class A borosilicate glass, with polyethylene snap cap	6	1,248.00	7,488.00
25	pc	Volumetric flask 100ml, Class A borosilicate glass, with polyethylene snap cap	6	1,485.00	8,910.00
26	pc	Volumetric flask 250ml, Class A borosilicate glass, with polyethylene snap cap	6	1,800.00	10,800.00
27	pcs	Volumetric flask 1L, Class A borosilicate glass, with polyethylene snap cap	4	1,684.00	6,736.00
28	pc	Burette clamp, double holder	6	533.00	3,198.00
29	pc	Iron stand, durable, heavy duty, 60cm (L), 14x20cm (B)	6	1,706.00	10,236.00
30	pc	Tripod, small, round, suitable for 100ml alcohol lamp, 5 inches ht., 4 inches diameter	12	471.00	5,652.00
31	pc	Water Bath at least 8" O.D, round, Copper sheet	6	6,606.00	39,636.00
32	unit	Hot plate Electric stove, fast heat, single electric burner, heavy duty, flat cast iron, 220V,	6	2,962.00	17,772.00

33	pc	Dropping bottle at least 50ml, glass amber, with black dropper screw cap	30	58.00	1,740.00
34	pc	L - rod, glass, for Microbial assay, at least Width is 50 mm, diameter is 6mm, at least 150mm length	6	414.00	2,484.00
35	pc	Staining pan, glass, approx. 13 X 8 inches	6	748.00	4,488.00
36	pc	Staining racks, stainless, fabricated, fit to staining pan	6	1,150.00	6,900.00
37	pcs	Alcoholometer, 0 to 100% range	2	2,277.00	4,554.00
EQUIPMENT					
	unit	Blender at least 5 Cups capacity, glass jar, at least 10 - Speed push button, heavy duty	2	4,827.00	9,654.00
	unit	Microwave Oven, At least 23L capacity	1	6,008.00	6,008.00
	unit	Electric Kettle, at least 1.7 L capacity, 220 V, with concealed heating element	1	946	946.00
					308,413.00
Purpose: Laboratory supplier for Bioloby, Chemistry, Physics and Research Subject					
Requested by:			Approved by:		
Signature :					
Printed Name	EDUARDO V. ISABELA JR.		Mr. REX S. FORTEZA		
Designation :	SRS - I		CAMPUS DIRECTOR		



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS



Certificate No.: SCP000420Q

TERMS OF REFERENCE FOR THE PROCUREMENT OF LABORATORY SUPPLIES & EQUIPMENT FOR BIOLOGY, CHEMISTRY, PHYSICS AND RESEARCH SUBJECT

I. Background

The Philippine Science High School is mandated by the government to provide secondary education with emphasis on science and technology with the aim of preparing its students for STEM-related careers. The curriculum was designed to equip students with the knowledge, skills, and attitudes that are deemed to be essential in preparing for a STEM-related career. This aim is realized when instruction is aided with appropriate supplies and equipment.

II. Rationale

Experimenting with various science subjects such as Biology, Chemistry, Physics, and Research is essential since it will help students understand actual laboratory concepts. In preparation for next school year 2024 - 2025, increased use of laboratory materials will be observed; therefore, the school must purchase laboratory materials for laboratory experiments. Enough resources will help the science teachers teach their students the importance of science subjects in their daily life activities.

III. Scope of Work and Job Specifications

The service provider should provide the listed laboratory supplies following the required specifications indicated for each item (See Enclosure No.1).

IV. Approved Budget for the Contract

The approved budget for the contract is **Three Hundred Eight Thousand Four Hundred Thirteen Pesos (Php 308, 413.00)**.

V. Evaluation and Selection Criteria

Proposal with the lowest calculated bid with complete specification and required documents shall be accepted.

VI. Payment Scheme

Payment for the procured items shall be made 30 to 45 day(s) the said items are delivered to the procuring entity.

VI. Delivery Term

All items must be delivered within 30 to 60 days after issuance of purchase order.

VII. Mode of Procurement

Small – Value Procurement



Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
LABORATORY SUPPLIES					
1	packs	Red litmus paper	2	203.00	406.00
2	packs	Blue litmus paper	2	203.00	406.00
3	packs	pH indicator, 0 - 14, 100s	5	1,848.00	9,240.00
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18	pc	Receiver flask 1L, 35mm mouth opening, for rotary evaporator	1	4,485.00	4,485.00



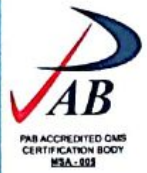
19	unit	Desiccator, 210mm, durable, plate included	1	5,884.00	5,884.00
20	pc	Autoclavable Test tube rack at least 60 holes, for 13 - 16mm test tubes	6	700.00	4,200.00
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32	unit	Hot plate Electric stove, fast heat, single electric burner, heavy duty, flat cast iron, 220V,	6	2,962.00	17,772.00
33	pc	Dropping bottle at least 50ml, glass amber, with black dropper screw cap	30	58.00	1,740.00
34	pc	L - rod, glass, for Microbial assay, at least Width is 50 mm, diameter is 6mm, at least 150mm length	6	414.00	2,484.00
35	pc	Staining pan, glass, approx. 13 X 8 inches	6	748.00	4,488.00
36	pc	Staining racks, stainless, fabricated, fit to staining pan	6	1,150.00	6,900.00



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS



Certificate No.: SCP000420Q

37	pcs	Alcoholometer, 0 to 100% range	2	2,277.00	4,554.00
EQUIPMENT					
1	unit	Blender at least 5 Cups capacity, glass jar, at least 10 - Speed push button, heavy duty	2	4,827.00	9,654.00
2	unit	Microwave Oven, At least 23L capacity	1	6,008.00	6,008.00
3	unit	Electric Kettle, at least 1.7 L capacity, 220 V, with concealed heating element	1	946.00	946.00
TOTAL ABC					Php 308,413.00



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DEPARTMENT OF SCIENCE AND TECHNOLOGY

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Certificate No.: SCP000420Q

**Re: TERMS OF REFERENCE FOR THE PROCUREMENT OF LABORATORY SUPPLIES
& EQUIPMENT FOR BIOLOGY, CHEMISTRY, PHYSICS AND RESEARCH SUBJECT**

ABC: Php 308,413.00

Prepared by:


Mr. EDUARDO V. ISABELA, JR.
Science Research Specialist I

Recommending Approval by:


Ms. MABELLE V. FURTO
CID Chief

Certified Funds Available by:


Ms. DANICA G. CACAO
Budget Officer


Mr. ARNEL E. AGUILA
Accountant II

Recommending Approval by: *item:*


Ms. MA. THERESA P. PAGULAYAN
FAD Chief

Approved by:


Mr. REX S. FORTEZA
Campus Director