

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.:	2024-07-129 (2)
Date :	July 8, 2024


Project:

FOR THE PROCUREMENT OF VARIOUS TEACHING SUPPLIES AND MATERIALS IN PREPARATION FOR THE OPENING OF CLASSES AS WELL AS VARIOUS OFFICE SUPPLIES AND CONSUMABLES THAT NEED RESTOCKING (PRINTER AND COPIER CONSUMABLES)

The **PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC)** intends to apply the sum of **TWO HUNDRED FIFTY-TWO THOUSAND EIGHT HUNDRED SEVENTY-FIVE PESOS ONLY (Php252,875.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **FOR THE PROCUREMENT OF VARIOUS TEACHING SUPPLIES AND MATERIALS IN PREPARATION FOR THE OPENING OF CLASSES AS WELL AS VARIOUS OFFICE SUPPLIES AND CONSUMABLES THAT NEED RESTOCKING (PRINTER AND COPIER CONSUMABLES)**

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. 2024-07-129(2) on the "ASSOCIATED COMPONENTS" link found on this posting;
 - 1.2 Delivery and (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) 779-8320; on July 15-July 17, 2024 from 9:00am – 3:00pm without cost and from [https:// www.philgeps.net](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 July 17, 2024, 4:00pm. 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 Kendra L. Inumerable, 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.


ROMEO M. MADRONA, JR.
BAC Chairperson

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Address/ Contact Details:	Barangay Sampaga West, Batangas City		

SIR / MADAM:

Quotation No.:
Date :

2024-07-129 (2)
July 8, 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 20 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 and Delivery					
CLUSTER 3					
1	13	bottles	INK CARTRIDGE, OEM, Epson 001 (C13T03Y100), 127ml, black		
2	6	bottles	INK CARTRIDGE, OEM, Epson 001 (C13T03Y200), 70ml, cyan		
3	4	pieces	TONER CARTRIDGE, OEM, Samsung D116L (MLT-D116L), black		
4	4	pieces	TONER CARTRIDGE, OEM, HP 17A (CF217A), black		
5	8	pieces	TONER CARTRIDGE, OEM, for FujiXerox Docucentre S2110 (CT202873), black		
6	2	pieces	DRUM UNIT, OEM, for FujiXerox Docucentre S2110 (CT351075)		
7	6	pieces	TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-842315), black		
8	3	pieces	TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841938), cyan		
9	3	pieces	TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841937), magenta		
10	3	pieces	TONER CARTIDGE, OEM, for Gestetner IM-C2500 (EDP-841936), yellow		
11	4	pieces	DRUM UNIT, OEM, Brother DR-2355		
12	1	pieces	IMAGING DRUM, OEM, HP32A (CF232A)		
13	35	bottles	INK CARTRIDGE, OEM, HP GT53 (1W22AA), 90ml, black		
IMPORTANT!!!					
<p>✓ Aside from the pertinent business documents being required by Annex H Appendix A of the 2016 Revised IRR of RA 9184, additional documents that proves a supplier's/merchant's access to OEM toners / products must also be submitted. For suppliers with direct access to the manufacturer, this document may be a Certificate of Distributorship, a Certificate of Authorized Reseller or any documentary equivalent issued by the manufacturer. For suppliers who access OEM products through other business entity / entities, the connection between the manufacturer and that entity / those entities must be established before establishing your connection with them, this means that the number of documents / certificates that they need to submit will depend on their level in the market chain as every level that links them to the manufacturer must first be established.</p> <p>✓ Failure to submit copy / ies of the above-mentioned document / s shall disqualify a supplier's bid / offer for the project.</p>					
TOTAL					

Delivery Term : Within 20 calendar days after the receipt of Purchase Order
 Delivery Time : 9:00am - 3:00pm, Monday to Friday except on Holidays
 Payment Term : Within 15-45 calendar days after the complete delivery of procured good/s and/or service/s

Very truly yours,


 EDSEL E. ESPINO
 PURCHASER

PRICES IN THE ABOVE OFFER ARE
 CERTIFIED TRUE AND CORRECT:

Authorized Company
 Representative :

Telephone: 043-779-8320 local 803

 (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. : _____