



Project: **SUPPLY AND DELIVERY OF MATERIALS & TOKENS FOR PSHS-MRC NCE CAMPAIGN 2019**

The PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA REGION CAMPUS (PSHS-MRC) intends to apply the sum of **ONE HUNDRED NINETY-TWO THOUSAND SEVEN HUNDRED EIGHTY PESOS (Php 192,780.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **SUPPLY AND DELIVERY OF MATERIALS & TOKENS FOR PSHS-MRC NCE CAMPAIGN 2019**

1. The PSHS-MRC now invites qualified suppliers/manufacturers/dealers to submit price quotations for the above item with the following specifications:
  - 1.1 Please see attached request for quotation form.

#### **MATERIALS & TOKENS FOR PSHS-MRC NCE CAMPAIGN 2019**

2. Procurement will be conducted through one of the Alternative Modes of Procurement which is "Small Value Procurement" specified under RA 9184, and its Revised IRR, otherwise known as the "Government Procurement Reform Act".
3. Eligibility Requirements for Small Value Procurement are:
  - a.) Certificate of Registration
  - b.) Updated Mayor's Permit
  - c.) Updated DTI / SEC Registration
  - d.) Updated Quarterly Income Tax Return / Tax Clearance
  - e.) PhilGEPs Certificate of Membership / Registration or Snapshot of Registered Account in PhilGEPs
  - f.) Notarized Omnibus Sworn Statement
  - g.) Landbank Passbook Account and Snapshot of Account in Landbank System for Payment Purposes  
| Alternative is through Check Payment if Supplier has no Landbank Account
  - h.) Filled out Supplier's Information Sheet
4. Interested suppliers may obtain the Request for Quotation (RFQ) Form from the Finance and Administrative Division (FAD), PSHS-MRC c/o Mr. ELIAZAR M. FIRMALO, (0933-337-2203 (Sun), 0995-652-8136 (Globe) / bacsec@mrc.pshs.edu.ph on **May 23-27, 2019 from 8:00am – 5:00pm** without cost.
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on **May 27, 2019, 5:00 pm**. Suppliers are not required to attend the Opening of Quotations.
6. 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.
7. The PSHS-MRC 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.

  
**MERIAM F. FALLAR**  
Administrative Officer V  
BAC Chairperson



Republic of the Philippines  
Department of Science and Technology  
**PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA REGION CAMPUS**  
Brgy. Rizal, Odiongan, Romblon

**REQUEST FOR QUOTATION**

Quotation No.:  
Date:

<b>2019-05-PR062</b>
<b>21-May-19</b>

GENTLEMEN:

*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 10 WORKING DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER (P.O)**

*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
<b>PRICES MUST BE TAX (VAT) INCLUSIVE</b>					
LOT 1	113	pc	<b>Wall Clock with PSHS-MRC Print</b> <b>Description:</b> Circular/Square-shaped Can be attached to a wall (See attached photo reference)		
LOT 2	78	pc	<b>PSHS-MRC NCE Tarpaulin</b> <b>Description:</b> Overall Size: 3ftx4ft Landscape Orientation Contains details of the exam, scholarship benefits and other related info (See attached photo reference)		
LOT 3	205	pc	<b>PSHS-MRC String Bag</b> <b>Description:</b> White/Bone Colored Dish-Cloth Material for bag Thick-Stringed bag holders Printed with PSHS-MRC Logo, other related information (See attached photo reference)		
LOT 4	310	pc	<b>PSHS-MRC Notebook</b> <b>Description:</b> Size: 5 in x 7 in Spring-bound, 80 Lvs. Book 60 GSM Printed logo of the campus in front cover School-related information at the back cover (See attached photo reference)		
LOT 5	580	pc	<b>PSHS-MRC Eco Pen</b> <b>Description:</b> Size: Button-type, Ball-point pen Hard Paper Casing Printed logo of the campus in casing (either printed directly or in sticker) (See attached photo reference)		
LOT 6	585	pc	<b>PSHS-MRC Eco Notebook</b> <b>Description:</b> Size: 5 in x 7 in Spring-bound, 80 Lvs. Book 60 GSM Printed logo of the campus in front cover With accompanying Eco-Pen and Post-Its of various colors School-related information at the back cover (See attached photo reference)		
<b>***NOTHING FOLLOWS***</b>					
<b>TOTAL</b>					

**DELIVERY TERM:**

**DELIVERY TIME:** DELIVERY WITHIN 10 WORKING DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER (P.O)

**PAYMENT TERM:** 30 Calendar Days Upon Receipt of Purchase Order (PO)

Very Truly Yours,

  
**ELIAZAR M. FIRMALO**  
A. O. III - Supply Officer II  
Mob. No.: 0933-3372203(Sun)  
Email: bacsec@mrc.pshs.edu.ph

**Authorized Company Representative:**

(Signature over Printed Name)

**Company Name:**

**Address:**

**Mobile No., Tel. No.:**

**T.I.N.:**

**IMPORTANT**

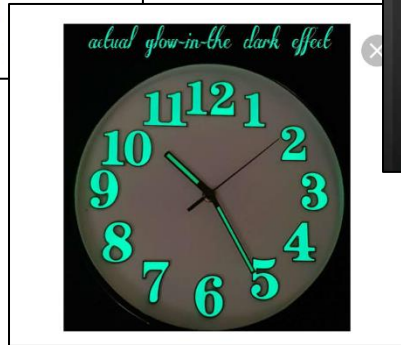
- Prices must be typewritten in ink clearly.
- If offering a substitute / equivalent, specify brand name and make

**PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:**

**ITEMS for PURCHASE REQUEST**

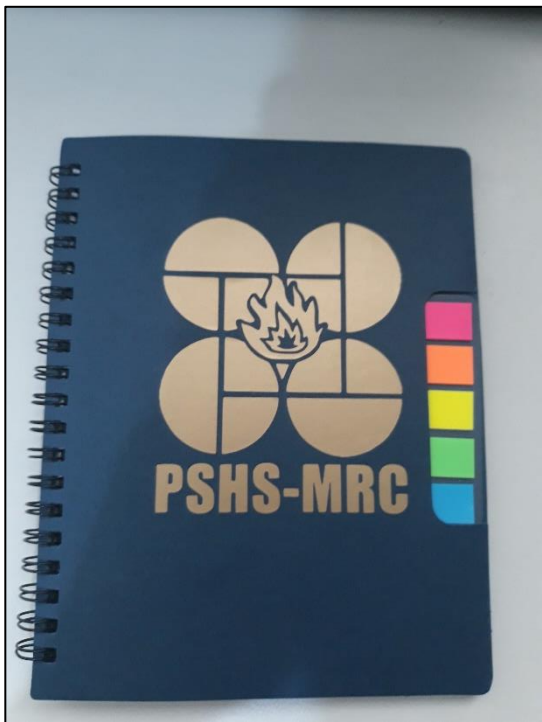
**PSHS-MRC Wall Clock**

Description: Circular/Square-shaped, with PSHS-MRC logo and other details on print.



**PSHS-MRC Notebook with Pen and File Tabs (Token for School Head)**

Description: Spring Bound, 80 leaves, with accompanying eco-pen and file tabs



**PSHS-MRC String Bag (Token for Attendees (Romblon and Palawan))**

Description: White/Bone Colored Dish-Cloth Material for bag, Thick-Stringed bag holders, Printed with PSHS-MRC Logo, other related information



**PSHS-MRC Eco-Pen (Token for Attendees - Miscellaneous)**

Description: Button-type, Ball-point pen, Hard Paper Casing, Printed logo of the campus in casing (either printed directly or in sticker)



**PSHS-MRC Notebook (Token for Attendees – OrMin, OccMin and Marinduque)**

Description: Size - 5 in x 7 in, Spring-bound, 80 Lvs. Book 60 GSM, Printed logo of the campus in front cover, School-related information at the back cover

