



PHILIPPINE SCIENCE HIGH SCHOOL
MIMAROPA REGION CAMPUS

REQUEST FOR QUOTATION
FORM AND NOTICE

Project: **SUPPLY AND DELIVERY OF DIESEL FUEL FOR SERVICE VEHICLE AND GENERATOR SET OF PSHS-MRC's**

The PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA REGION CAMPUS (PSHS-MRC) intends to apply the sum of **ONE HUNDRED FOUR THOUSAND AND FOUR HUNDRED PESOS (Php 104,400.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **SUPPLY AND DELIVERY OF DIESEL FUEL FOR SERVICE VEHICLE AND GENERATOR SET OF PSHS-MRC's** .

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.

SUPPLY AND DELIVERY OF DIESEL FUEL FOR SERVICE VEHICLE AND GENERATOR SET OF PSHS-MRC's

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)/ bacsec@mrc.pshs.edu.ph on February 28 - March 03, 2020 from 8:00am – 5:00pm without cost.

5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on March 03, 2020, 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 E. 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:

2020-02-PR020
26-Feb-2020

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.

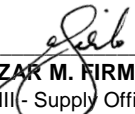
DELIVERY IS EVERY END OF THE MONTH WITHIN MARCH TO DECEMBER 2020 UPON RECEIPT OF APPROVED PURCHASE ORDER (P.O)

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
PRICES MUST BE TAX (VAT) INCLUSIVE					
LOT 1	1,800	Lt	Diesel Fuel for Service Vehicle and Generator Set of PSHS-MRC's		
			- Delivery: Six (6) Containers/30Lt = (180 Lt) Every End of the Month from March to December 2020		
			- A deposit of Php 10,000.00 equivalent to seven (7) days worth of the fuel requirements of an applicant must be given to the availment of the Fuel Service Arrangement (FSA). A three-day clearing period shall be observed for cheque payments. Should the PSHS-MRC decide to withdraw from the FSA, the supplier shall refund the said deposit to the PSHS-MRC, provided that the PSHS-MRC has not incurred any outstanding balance on the duration of the FSA.		
			- The PSHS-MRC shall receive a billing statement from the supplier on a SEMI-MONTHLY BASIS.		
			- The supplier must receive the replenishment funds within three (3) days from the date of the billing statement. All check payments must be dated and payable to supplier/company name.		
			- All purchases must be accompanied by a purchase order, properly accomplished and duly signed by an authorized personnel from the PSHS-MRC.		
			Nothing Follows		

DELIVERY TERM: _____
DELIVERY TIME: DELIVERY IS EVERY END OF THE MONTH WITHIN MARCH TO DECEMBER 2020 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

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:
 Authorized Company Representative: _____
 (Signature over Printed Name)

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

Company Name: _____
 Address: _____
 Mobile No., Tel. No.: _____
 T.I.N.: _____