

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

**REQUEST FOR QUOTATION FORM & NOTICE
(GOODS)**

Office/ Campus: MIMAROPA REGION CAMPUS
Address/ Contact Details: BRGY. RIZAL, ODIONGAN, ROMBLON

Quotation No.: 2021-07-QN049
Date : July 13, 2021

Project:

**SUPPLY AND DELIVERY OF STAINLESS STEEL PAPERWEIGHT FOR THE CELEBRATION
OF GABI NG PARANGAL**

The PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM - MIMAROPA REGION CAMPUS intends to apply the sum of **FIFTY FIVE THOUSAND FIVE HUNDRED PESOS ONLY (Php55,500.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project:**SUPPLY AND DELIVERY OF STAINLESS STEEL PAPERWEIGHT FOR THE CELEBRATION OF GABI NG PARANGAL**

TERMS OF REFERENCE:

1. The PSHS-MRC now invites qualified suppliers/manufacturers/dealers/service providers 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 STAINLESS STEEL PAPERWEIGHT FOR THE CELEBRATION OF GABI NG PARANGAL

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. JEYOUPEE S. FERRERA, 0961-074-0071 (SMART), 0906-591-5253 (GLOBE) / bacsec@mrc.pshs.edu.ph on July 14 to July 19, 2021 from 8:00am – 5:00pm without cost.

5. The deadline for submission of duly accomplished RFQ Form and Eligibility Requirements (Open or Sealed) is on July 19, 2021, 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.

JOANE C. DALISAY
BAC Chairperson

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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 will be Within twenty (20) calendar days upon Receipt of 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 6 columns: Item #, QTY, UNIT, ITEM/DESCRIPTION, UNIT COST, TOTAL COST. Includes item description for stainless steel paperweight and a total cost row.

Delivery Term :
Delivery Time : Delivery will be Within twenty (20) calendar days upon Receipt of Purchase Order (PO).
Payment Term : 30 Calendar Days Upon Receipt of Purchase Order (PO)

Very truly yours,

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

Jeyoupee S. Ferrera signature and name

Mob. No.: 0961-074-0071(Smart); 0912-691-3397(Globe)
Email: bacsec@mrc.pshs.edu.ph

Authorized Company Representative : (Signature Over Printed Name)

Telefax:

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. :