



PHILIPPINE SCIENCE HIGH SCHOOL  
MIMAROPA REGION CAMPUS

**REQUEST FOR QUOTATION  
FORM AND NOTICE**

Project: **SUPPLY AND DELIVERY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS (ENGLISH)**

The PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA REGION CAMPUS (PSHS-MRC) intends to apply the sum of **THREE HUNDRED SEVENTY ONE THOUSAND NINE HUNDRED PESOS (Php 371,900.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **SUPPLY AND DELIVERY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS (ENGLISH)**.

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 TEXTBOOKS AND INSTRUCTIONAL MATERIALS (ENGLISH)**

**LOT 1 ABC = ₱ 191,900.00**

**LOT 2 ABC = ₱ 180,000.00**

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 19-27, 2019 from 8:00am – 5:00pm without cost.

5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on February 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



**REQUEST FOR QUOTATION**

Quotation No.:  
Date:

<b>2019-02-PR017</b>
<b>1-Feb-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 20 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
<i>PRICES MUST BE TAX (VAT) INCLUSIVE</i>					
<b>LOT 1</b>	<b>2</b>	<b>pcs</b>	Understanding and Using English Grammar: Teacher's Guide, Volume A [Barbara F. Mathies, Betty Schramper Azar]		
	<b>2</b>	<b>pcs</b>	The Norton Anthology of American Literature (9th Edition)(Vol.B)		
	<b>20</b>	<b>pcs</b>	Philippine Literature: A History & Anthology by Bienvenido L. Lumbea (Editor) et. Al. revised Edition		
	<b>20</b>	<b>pcs</b>	AfroAsian Encounters Culture, History, Politics Edited by Heike Raphael-Hernandez and Shannon SteenForeword by Vijay PrashadAfterword by Gary Okihiro November, 2006		
	<b>1</b>	<b>pcs</b>	Prentice Hall Literature, Penguin Edition (c)2007) components for World Masterpieces,Originally published: October 2003		
	<b>16</b>	<b>pcs</b>	English plus - An intensive Grammar Review (Darwin D. Bargo Ph.D)		
	<b>20</b>	<b>pcs</b>	Grammar and composition in our Changing world #1 ( Mary Grace D. Dasalla, Ma. Rita Villar Ong)		
	<b>20</b>	<b>pcs</b>	Grammar and composition in our Changing world #2 ( Anna May Axalan-Dalisay, Jonelli Reynes Santos)		
	<b>20</b>	<b>pcs</b>	Grammar and composition in our Changing world #3 (Anna May Axalan-Dalisay et. al)		
	<b>20</b>	<b>pcs</b>	Grammar and composition in our Changing world #4 (Anna May Axalan-Dalisay et. al)		
	<b>10</b>	<b>pcs</b>	American Literature (Publisher: Seton Press)		
	<b>15</b>	<b>pcs</b>	Afro-Asian Literature ( Jovita O. Calixihan et al.)		
	<b>15</b>	<b>pcs</b>	Philippine Literature (Bienvenido L. Lumbea (Editor et. al.)		
	<b>15</b>	<b>pcs</b>	Longman Anthology of World Literature, The, Compact Edition (David Damrosch, April Alliston, Marshall Brown Published February 8th 2007 by Longman (first published 2003)		
	<b>12</b>	<b>pcs</b>	Anthology of Japanese Literature: From the Earliest Era to the Mid-Nineteenth Century (UNESCO Collection of Representative Works: European)		
	<b>15</b>	<b>pcs</b>	Anthology of Chinese Literature: Volume I: From Early Times to the Fourteenth Century: Cyril Birch: Amazon( Donald Keene)		
	<b>15</b>	<b>pcs</b>	An Introduction to Literature, Criticism and Theory 4th Edition (Andrew Bennett)		
	<b>12</b>	<b>pcs</b>	Writing Analytically 8th Editio David Rosenwasser (Author), Jill Stephen (Author)		
	<b>12</b>	<b>pcs</b>	Disciplinary Identities: Rhetorical Paths of English, Speech, And Composition Steven Mailloux		
	<b>LOT 2</b>	<b>20</b>	<b>pcs</b>	Get Smart Instruction Edition - Grammar through sentence Diagramming	
<b>***Nothing Follows***</b>					
<b>TOTAL</b>					

**DELIVERY TERM:**  
**DELIVERY TIME:** DELIVERY WITHIN 20 WORKING DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER (P.O)  
**PAYMENT TERM:** 30 Calendar Days Upon Receipt of Purchase Order (PO)

Very Truly Yours,

  
**ELAZAR 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)

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile No., Tel. No.: \_\_\_\_\_

T.I.N.: \_\_\_\_\_

**IMPORTANT**

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