



PHILIPPINE SCIENCE HIGH SCHOOL  
MIMAROPA REGION CAMPUS

**REQUEST FOR QUOTATION  
FORM AND NOTICE**

Project:

**SUPPLY AND DELIVERY OF BABY CHANGING STATION**

The PHILIPPINE SCIENCE HIGH SCHOOL - MIMAROPA REGION CAMPUS (PSHS-MRC) intends to apply the sum of **TWO HUNDRED TEN THOUSAND PESOS (Php 210,000.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **SUPPLY AND DELIVERY OF BABY CHANGING STATION.**

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 BABY CHANGING STATION**

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, 0912-691-3397 (TNT), 0975-703-0128 (TM) / bacsec@mrc.pshs.edu.ph on October 19 - 21, 2020 from 8:00am – 5:00pm without cost.
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on October 21, 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.

  
**JOANE C. DALISAY**  
SST - III  
BAC Chairperson - Goods



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

**REQUEST FOR QUOTATION**

Quotation No.:  
Date:

<b>2020-10-PR084</b>
<b>7-Oct-20</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.*

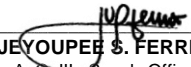
**DELIVERY WITHIN 25 CALENDAR DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER (PO)**

*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
<i>PRICES MUST BE TAX (VAT) INCLUSIVE</i>					
Lot 1	7	unit	<b>HORIZONTAL BABY CHANGING STATION/TABLE</b>		
			<b>Specifications:</b>		
			- 50 lbs. max recommended weight capacity		
			- built-in shelf and liner		
			- mounting kit included		
			- easy reach hooks		
			- meets all global safety standards (ASTM, ADA, FDA and EN)		
			- anti-microbial protection		
			- laminated 2-ply tissue paper		
			- 320 liners per carton		
			- Dimension (LWH) 33.2" x 21.5" x 4"		
			<b>***Nothing Follows***</b>		
			<b>TOTAL</b>		

**DELIVERY TERM:**  
**DELIVERY TIME:** DELIVERY WITHIN 25 CALENDAR DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER (PO)  
**PAYMENT TERM:** 30 Calendar Days Upon Receipt of Purchase Order (PO)

Very Truly Yours,

  
**JEYOUPEE S. FERRERA**  
 A. O. III - Supply Officer II  
 Mob. No.: 0975-703-0128(TM)  
 Email: bacsec@src.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