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| <b>PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM</b> |                                | <b>REQUEST FOR QUOTATION FORM &amp; NOTICE<br/>(GOODS)</b> |  |
| Office/ Campus:                              | MIMAROPA REGION CAMPUS         |  |  |
| Address/ Contact Details:                    | BRGY. RIZAL, ODIONGAN, ROMBLON |  |  |

|                            |                       |
|----------------------------|-----------------------|
| Project Identification No. | <b>2024-05-SVP036</b> |
| Quotation No. :            | <b>2024-05-QN044</b>  |
| Date:                      | <b>24-May-24</b>      |

Project: **Onsite calibration of Various Technical and Scientific Equipment of PSHS-MRC**

The PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM - MIMAROPA REGION CAMPUS intends to apply the sum of SIXTY SEVEN THOUSAND FIVE HUNDRED PESOS ONLY (**PhP67,500.00**) being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **Onsite calibration of Various Technical and Scientific Equipment of PSHS-MRC**

**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.

**Onsite calibration of Various Technical and Scientific Equipment of PSHS-MRC**  
**Lot 1 = PhP67,500.00**  
**TOTAL = PhP67,500.00**
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.) Updated Mayor's Permit
  - b.) Certificate of Registration
  - c.) Updated DTI / SEC Registration
  - d.) PhilGEPs Certificate of Membership / Registration or Snapshot of Registered Account in PhilGEPs
  - e.) Notarized Omnibus Sworn Statement (OSS)
  - f.) Landbank Passbook Account and Snapshot of Account in Landbank System for Payment Purposes  
| Alternative is through Check Payment if Supplier has no Landbank Account
  - g.) 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 **Ms. IVY MAY F. FAMATIGA**, 0961-074-0071 (Smart), 0906-591-5253 (Globe) / [bacsec@mrc.pshs.edu.ph](mailto:bacsec@mrc.pshs.edu.ph) on **May 27, 2024 to May 30, 2024** from **8:00am – 5:00pm** without cost.
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on **May 28, 2024, 5:00pm** 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.

  
 WOODRINZ F. RABINO  
 BAC Chairperson

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| Quotation No.:             | <b>2024-05-QN044</b>  |
| Date:                      | <b>24-May-2024</b>    |

SIR/MADAM:

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 of Service will be within Fifteen (15) 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.

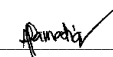
| Item #                                    | QTY       | UNIT       | ITEM/DESCRIPTION   | UNIT COST | TOTAL COST |
|---|-----------|------------|--|-----------|------------|
| <i>PRICES MUST BE Tax (VAT) INCLUSIVE</i> |           |            |  |           |            |
| <b>Lot 1</b>                              | <b>1</b>  | <b>lot</b> | <b>Calibration of Various Technical and Scientific Equipment (TSE)</b>   |           |            |
|   | <b>4</b>  | <b>pc</b>  | <b>A. Analytical Balance</b>   |           |            |
|   |           |            | Manufacturer: BEL Engineering; Model: M214A; Calibration using Class E2 (200g) preferred but service provider may provide similar or equivalent standard suitable for the said equipment   |           |            |
|   | <b>4</b>  | <b>pc</b>  | <b>B. Digital Electronic Balance</b>   |           |            |
|   |           |            | Manufacturer: N/A; Model: ASBS-2000C; Capacity 2000g   |           |            |
|   | <b>1</b>  | <b>pc</b>  | <b>C. Laboratory Hot Air Oven</b>  |           |            |
|   |           |            | Manufacturer: Digisystem; Model: DSO-D / DSO-DF Series; Calibration using two-points   |           |            |
|   | <b>1</b>  | <b>pc</b>  | <b>D. Incubator Oven</b>   |           |            |
|   |           |            | Manufacturer: Digisystem; Model: DSI-800D; Calibration using two-points  |           |            |
|   | <b>2</b>  | <b>pc</b>  | <b>E. Unstirred Water Bath</b>   |           |            |
|   |           |            | Manufacturer: Digisystem; Model: WB-1000D; Calibration using two-points  |           |            |
|   | <b>11</b> | <b>pc</b>  | <b>F. Micropipettors</b>   |           |            |
|   |           |            | Manufacturer: Sartorius Mechanical Pipettor (Proline); 3 units of 1-3 µL; 3 units of 2-20 µL; 3 units of 20-200 µL; and only 2 units of 100 - 1000 µL; Calibration: ISO 8655   |           |            |
|   |           |            | <b>Additional Requirements:</b>  |           |            |
|   |           |            | Price quote shall include all fees necessary (including travel expenses and accommodation) and taxes (if applicable); Calibration stickers and calibration report shall be provided for each equipment serviced; Service provider shall provide cleaning of the equipment if deemed necessary; Service provider shall provide its own tools, testing device/equipment, materials, and supplies needed to conduct the equipment calibration; Calibration shall be done onsite (PSHS-MRC). |           |            |
|   |           |            | <b>Accreditation/Certification Requirement:</b>  |           |            |
|   |           |            | Service provider personnel has received an ISO/IEC calibration training for the particular type of equipment   |           |            |
|   |           |            | <b>***Nothing follows***</b>   |           |            |
|   |           |            | <b>TOTAL</b>   |           |            |

Delivery Term : \_\_\_\_\_

Delivery Time : **Delivery of Service will be within Fifteen (15) calendar days upon receipt of Purchase Order (PO)**

Payment Term : **Fifteen (15) days upon completion of delivery/service**

Very truly yours,



**IVY MAY F. FAMATIGA**  
A.O - V / Procurement Officer  
Mob. No.: 0961-074-0071 / 0906-591-5253  
Email: bacsec@mrc.pshs.edu.ph

Telefax: \_\_\_\_\_

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

Authorized Company Representative : \_\_\_\_\_  
(Signature Over Printed Name)

|   |  |
|---|--|
| <p><b>IMPORTANT</b></p> <p>1. Prices must be typewritten in ink clearly.</p> <p>2. If offering a substitute/equivalent, specify the brand and make.</p> | <p>Company Name : _____</p> <p>Address : _____</p> <p>Telephone nos. : _____</p> <p>T.I.N. : _____</p> |
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