

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM		REQUEST FOR QUOTATION FORM & NOTICE (GOODS)	
Office/ Campus:	PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM OFFICE OF THE EXECUTIVE DIRECTOR		
Address/ Contact Details:	AGHAM ROAD, DILIMAN, QUEZON CITY 8939-7747		

Quotation No.: **2023-05-Q065**
Date : **May 5, 2023**

Project:

**Supply, Printing/Fabrication and Delivery of Various Promotional
Materials for the 2023 National Competitive Examination**

The PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM - OFFICE OF THE EXECUTIVE DIRECTOR (PSHSS-OED) intends to apply the sum of **SIXTY-SIX THOUSAND AND 00/100 PESOS (Php 66,000.00)** being the total Approved Budget for the Contract (ABC) to pay for the contract for the Project: SUPPLY, PRINTING/FABRICATION AND DELIVERY OF VARIOUS PROMOTIONAL MATERIALS FOR THE 2023 NATIONAL COMPETITIVE EXAMINATION

Total ABC per Lot:

Lot 1 Fabrication of 2023 NCE Pencil (P30,000.00)

Lot 2 Printing of 2023 NCE Stickers (P30,000.00)

Lot 3 Printing of 2023 NCE Envelope (P6,000.00)

TERMS OF REFERENCE:

1. The PSHSS-OED now invites qualified suppliers / manufacturers / dealers to submit price quotations for the above item with the following specifications:
 1. *see the rfq form for the detailed specifications*
2. Procurement will be conducted through one of the Alternative Modes of Procurement which is "Small Value Procurement" specified under R.A. 9184, and its Revised IRR, otherwise known as the "Government Procurement Act".
3. Interested suppliers may obtain the Request for Quotation (RFQ) Form from the Finance and Administrative Division (FAD) PSHSS-OED, c/o Erica Antonio (+632) 8939 7747, from **May 5, 2023 to May 10, 2023 9:00 AM – 3:00 PM**, without cost and from <https://www.philgeps.gov.ph>.
4. The deadline for submission of the duly accomplished RFQ Form (open or sealed) is on **May 10, 2023, 9:00 AM**. Suppliers are not required to attend the Opening of Quotations.
5. The winning bidder will be notified in writing or by phone or otherwise by the Head of the Procuring Entity (HOPE) subject to the provisions of R.A. 9184 and its Revised IRR.
6. The PSHSS-OED 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.

Note: Partial bidding is allowed.


ROD ALLAN A. DE LARA
BAC Chairperson

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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 on or before June 7, 2023

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					
			Supply, Printing/Fabrication and Delivery of Various Promotional Materials for the 2023 National Competitive Examination		
1	2,000	piece	Fabrication of 2023 NCE Pencil Size: 19 cm long Hard black 3mm core; quality wood casing; hexagonal in shape; presented eraserhead; medium sharpened; cyan color coating; with "PHILIPPINE SCIENCE HIGH SCHOOL" printed/engraved in the wood casing in white colored font; Packed by 20s Please submit proof of sample for client approval prior to mass production		
2	2,000	piece	Printing of 2023 NCE Stickers Size: A6 or 148 H x 105 W (mm) Paper type: Sticker paper; White Matte removable vinyl; die-cut in Pages; Full color printing (CMYK) With plastic packaging per page; Supply to the procuring entity by 20s Please submit proof of sample for client approval prior to mass production		
3	600	piece	Printing of 2023 NCE Envelope Size: A4 brown envelope, landscape, black and white logo and text on the upper left hand corner Please submit proof of sample for client approval prior to mass production		

Delivery Term : On or before June 7, 2023

Delivery Time : Office Hours (8:00 am to 5:00 pm) Monday to Friday

Payment Term : After delivery/completion and upon inspection and acceptance of goods/services or completion of submission of supporting documents, ie. Billing, in accordance with existing government accounting rules and regulations.

Very truly yours,

ROD ALLAN A. DE LARA
Deputy Executive Director

Telefax:

Authorized Company Representative :

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

(Signature Over Printed Name)

Company Name :
Address :

Telephone nos. :
T.I.N. :

IMPORTANT

- Prices must be typewritten in ink clearly.
- If offering a substitute/equivalent, specify the brand and make.