

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-Q066
Date :	May 5, 2023

Project: **Designing and Printing 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 **SIX HUNDRED NINETY-SIX THOUSAND AND 00/100 PESOS (Php 696,000.00)** being the total Approved Budget for the Contract (ABC) to pay for the contract for the Project: DESIGNING AND PRINTING OF VARIOUS PROMOTIONAL MATERIALS FOR THE 2023 NATIONAL COMPETITIVE EXAMINATION

- Total ABC per Lot:**
- Lot 1 Designing and Printing of 2023 NCE Roll-up Standee (P99,000.00)**
 - Lot 2 Designing and Printing of 2023 NCE Banner Tarpaulin (P165,000.00)**
 - Lot 3 Designing and Printing of 2023 NCE Hand-fan Flyer (P212,500.00)**
 - Lot 4 Designing and Printing of 2023 NCE Brochure (P170,000.00)**
 - Lot 5 Designing and Printing of 2023 NCE Poster (P49,500.00)**

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:

Quotation No.:

2023-05-Q066

Date :

May 5, 2023

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
<u>PRICES MUST BE TAX (VAT) INCLUSIVE</u>					
			Designing and Printing of Various Promotional Materials for the 2023 National Competitive Examination		
1	33	piece	Designing and Printing of 2023 NCE roll-up standee Size: 6 H x 3 W (ft) Print Finish: Gloss With collapsible stand; With black tubelike bag to pack the collapsed roll up standee; Ready assembled and supplied inside the bag Please submit proof of sample for client approval prior to mass production		
2	33	piece	Designing and Printing of 2023 NCE Banner tarpaulin Size: 3 H x 4 W (ft) Full color large format printing; CMYK Material preference: Tarpaulin 13 oz With grommet in 4 corners Please submit proof of sample for client approval prior to mass production		
3	5000	piece	Designing and Printing of 2023 NCE hand-fan Flyer Size: 175 H x 170 W (mm) Shape: PFS002 hand fan Paper type: Matte lamination; 310 gsm art card With black fan handle; ready assembled and supplied with handle; Full color double sided printing (CMYK) Packed by 20s Please submit proof of sample for client approval prior to mass production		
4	6800	piece	Designing and Printing of 2023 NCE brochure Size: 200 x 200 (mm) when open Shape and Form: fortune-telling paper Paper type: Gloss lamination; 115 gsm; Litho print 4 colour process (CMYK) Ready assembled and supplied folded flat; Packed by 20s; Please submit proof of sample for client approval prior to mass production		

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PRICES MUST BE TAX (VAT) INCLUSIVE					
			Designing and Printing of Various Promotional Materials for the 2023 National Competitive Examination		
5	1650	piece	Designing and Printing of 2023 NCE Poster Size: A2 or 420 W x 594 H (mm) Full color printing; CMYK C2S#60; coated magazine paper Gloss finish; Packed by 30s 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)

IMPORTANT

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

Company Name :

Address :

Telephone nos. :

T.I.N. :