

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-Q073**
Date : **May 15, 2023**

Project: **Supply and Delivery of Various HP Consumables for the PSHS System - OED**

The PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM - OFFICE OF THE EXECUTIVE DIRECTOR (PSHSS-OED) intends to apply the sum of **THREE HUNDRED EIGHTY-FOUR THOUSAND FIVE HUNDRED AND 00/100 PESOS (Php 384,500.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: Supply and Delivery of Various HP Consumables for the PSHS System - OED

Total ABC per lot:

Lot 1: Php 144,000.00

Lot 2: Php 13,500.00

Lot 3: Php 141,000.00

Lot 4: Php 26,000.00

Lot 5: Php 60,000.00

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 15, 2023 to May 19, 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 19, 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. The award of contract is per lot.

Delivery Period: Within forty-five (45) calendar days from receipt of Purchase Order.

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.


ROD ALLAN A. DE LARA
BAC Chairperson

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SIR/MADAM:

Quotation No.:	2023-05-Q073
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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 _____ calendar days upon receipt of Purchase Order

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/Lot #	QTY	UNIT	ITEM/DESCRIPTION	UNIT COST	TOTAL COST
PRICES MUST BE TAX (VAT) INCLUSIVE					
Supply and Delivery of Various HP Consumables for the PSHS System - OED					
1	3	cart	HP Laserjet Toner Cartridge 655A Black		
	2	cart	HP Laserjet Toner Cartridge 655A Cyan		
	2	cart	HP Laserjet Toner Cartridge 655A Yellow		
	2	cart	HP Laserjet Toner Cartridge 655A Magenta		
2	3	cart	HP Laserjet Toner Cartridge 206A Black		
3	6	cart	HP Laserjet Toner Cartridge 416A Black		
	6	cart	HP Laserjet Toner Cartridge 416A Cyan		
	5	cart	HP Laserjet Toner Cartridge 416A Yellow		
	4	cart	HP Laserjet Toner Cartridge 416A Magenta		
4	4	cart	HP Laserjet Toner Cartridge 76A Black		
5	3	cart	HP PageWide Cartridge 993A Black		
	2	cart	HP PageWide Cartridge 993A Yellow		
	2	cart	HP PageWide Cartridge 993A Cyan		
	2	cart	HP PageWide Cartridge 993A Magenta		

Delivery Term : _____
 Delivery Time : _____
 Payment Term : _____

Very truly yours,

ROD ALLAN A. DE LARA
 Deputy Executive Director

Telefax: _____

Authorized Company Representative : _____
 (Signature Over Printed Name)

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

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

Company Name : _____
 Address : _____
 Telephone nos. : _____
 T.I.N. : _____