



Republic of the Philippines  
Department of Science and Technology  
**PHILIPPINE SCIENCE HIGH SCHOOL - CENTRAL MINDANAO CAMPUS**  
**BIDS AND AWARDS COMMITTEE**  
Nangka, Balo-i, Lanao del Norte  
Telephone Nos. (063) 836-0098

## REQUEST FOR QUOTATION

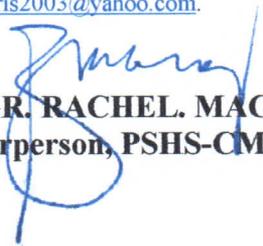
The Philippine Science High School – Central Mindanao Campus, through its Bids and Awards Committee, intends to apply the sum of Sixty Eight Thousand One Hundred Fifty Pesos & 00/100 (Php 68,150.00) being the Approved Budget for the Contract (ABC) to pay for the procurement of printing services for school paper as stipulated in PR No. SSD17-08-016. With the following description:

Item	Unit	Description	Quantity	Unit Cost	Total Cost
1	copies	<b>Printing and Publication for Filipino</b>	500	60.00	30,000.00
		<i>Paper - Tabloid, 12 x 18, 20 pages</i>			
		<i>bookpaper</i>			
		<i>colored front and back pages</i>			
		<i>one color inside pages</i>			
2	copies	<b>Printing and Publication for Filipino</b>	500	60.00	30,000.00
		<i>Literary Magazine</i>			
		<i>8.5 x 11</i>			
		<i>20 pages</i>			
		<i>thick and glossy colored front and back pages</i>			
		<i>one color glossy paper inside pages</i>			
		<i>bound</i>			
3	reams	<b>customized deskpad</b>	4	850.00	3,400.00
		<i>1/4 size of short bond paper</i>			
		<i>one color (2 reams for La Norte Scholar Header and</i>			
		<i>2 reams for Ang llayin Header)</i>			
4	piece	<b>Planner 2017</b>	50	95.00	4,750.00
		<i>for editorial staff</i>			
		<i>teachers who wrote articles for the issue and dept</i>			
		<i>heads</i>			
<b>TOTAL</b>					<b>68,150.00</b>

The PSHS-CMC now invites suppliers to submit price quotations for the above items. Please submit your quotations/proposals duly signed by you or your authorized representative not later than September 14, 2017, up to 4:00 pm for the items described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation (RFQ).

Quotations may be submitted manually at the address and contact number indicated above.

For any clarification, you may contact Mr. Ian Cris L. Cadile through cellphone no. 09275159601 or email address at [iancris2003@yahoo.com](mailto:iancris2003@yahoo.com).

  
**ENGR. RACHEL MACAMAY**  
Chairperson, PSHS-CMC BAC

## **TERMS AND CONDITION**

1. Bidders shall provide **correct and accurate information** required in this form.
2. Quotations must be placed inside an envelope and duly sealed.
3. Delivery/completion within fifteen (15) calendar days upon receipt of approved Purchase Order (PO).
4. **Price quotation/s** must be valid for a period of one hundred twenty (120) calendar days from the date of submission.
5. Price quotation/s, to be denominated in **Philippine pesos** include all taxes, duties, and/or levies payable.
6. **Award of contract** shall be **per item basis** and shall be made to the lowest and responsive quotation which complies with the terms and conditions stated herein.
7. Bidder must **submit a copy** of the following documents together with his quotations/proposals to ensure that the said consultant is technically, legally and financially capable to undertake the proposed project:
  - **Mayor's permit** issued by the city or municipality where the principal place of business of the prospective bidder is located;
  - **PhilGEPS certificate** of registration;
  - **Income/Business Tax return**; and
  - **Omnibus Sworn Statement**
8. All submitted documents **must be signed** in the bottom by the bidder or any authorized representative and place it in an enveloped and must be sealed.
9. The PSHS-CMC reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

<b>PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM</b>	<b>REQUEST FOR QUOTATION FORM &amp; NOTICE (GOODS)</b>
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Office/ Campus:	Central Mindanao Campus
Address/ Contact Details:	Nangka, Baloi, Lanao del Norte

Quotation No.: 17-09-006  
Date : September 4, 2017

**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 \_\_\_\_\_ working 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
<b><u>PRICES MUST BE Tax (VAT) INCLUSIVE</u></b>					
1	500	copies	<b>Printing and Publication for Filipino</b> <i>Paper - Tabloid, 12 x 18, 20 pages bookpaper colored front and back pages one color inside pages</i>		
2	500	copies	<b>Printing and Publication for Filipino</b> <i>Literary Magazine 8.5 x 11 20 pages thick and glossy colored front and back pages one color glossy paper inside pages bound</i>		
3	4	reams	<b>costumized deskpad</b> <i>1/4 size of short bond paper one color (2 reams for La Norte Scholar Header and 2 reams for Ang Ilayin Header)</i>		
4	50	piece	<b>Planner 2017</b> <i>for editorial staff teachers who wrote articles for the issue and dept heads</i>		
TOTAL					

Delivery Term : \_\_\_\_\_  
Delivery Time : \_\_\_\_\_  
Payment Term : \_\_\_\_\_

Very truly yours,

  
**JESSERIE G. BUTA**  
**PURCHASER**

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

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

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

**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. : \_\_\_\_\_