



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
MARINDUQUE DISTRICT ENGINEERING OFFICE
Boac, Marinduque, MIMAROPA Region (IV-B)

Name of Procuring Entity: **DPWH Marinduque DEO** Request for Quotation : **2024-12-0116**
Revised on : _____ Date : **12/19/2024**
Office/End User : **Planning and Design Section**

Standard Form/Title **REQUEST FOR QUOTATION**

COMPANY NAME :

ADDRESS :

TEL. NO./FAX No. :

TIN NO. :

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than 10:00 AM of December 23, 2024 in the return envelope attached herewith, to the BAC Secretariat, DPWH, Marinduque District Engineering Office, Bangbangalon, Boac, Marinduque.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 WD upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for equipment from date of acceptance by the end-user.
The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price.
4. Price validity shall be for a period of One Hundred Twenty (120) calendar days.
5. G-EPG Registration Certificate/Registration No., Mayor's Permit, DTI Registration, Income/ Business Tax Return, Tax Clearance and Omnibus Sworn Statement shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product, if applicable.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is ₱ **168,399.00**

FERMAN S. DIAZ
Engineer III
BAC Chairperson

| ITEM NO. | ITEMS & DESCRIPTION | QTY | UNIT | UNIT PRICE | TOTAL PRICE |
|----------|---|-----|--------|------------|-------------|
| | Supply and Delivery of Office Supplies, Accessories, and Other Materials | | | | |
| | for use in Automated Traffic Data Collection Program of the | | | | |
| | Planning and Design Section | | | | |
| | | | | | |
| 1 | Bookpaper, subs. 20, A4, 5 reams/box | 20 | box | | |
| 2 | Bookpaper, subs. 20, long, 5 reams/box | 20 | box | | |
| 3 | Compact Disk, with CD Slip | 24 | piece | | |
| 4 | Correction Tape, 5mm x 5m | 10 | piece | | |
| 5 | Envelope, expanded, long (assorted colors) | 40 | piece | | |
| 6 | Flash Drive, 32 GB, OTG, Type C | 4 | piece | | |
| 7 | Flashlight, powerful torch light, LED, heavy duty, rechargeable | 2 | unit | | |
| 8 | Gloves, heavy duty | 6 | pair | | |
| 9 | Headlight, heavy duty | 2 | unit | | |
| 10 | Ink Refill, EPSON 003, Black | 4 | bottle | | |
| 11 | Ink Refill, EPSON 003, Cyan | 4 | bottle | | |
| 12 | Ink Refill, EPSON 003, Magenta | 4 | bottle | | |
| 13 | Ink Refill, EPSON 003, Yellow | 4 | bottle | | |
| 14 | Lithium Battery, 18V, for electric drill | 2 | set | | |
| 15 | Long Sleeves, cotton, gray, with embroidered DPWH Logo at least 2 inches in diameter | 10 | piece | | |
| 16 | Marker, fluorescent, assorted colors | 20 | piece | | |
| 17 | Padlock, 50mm, heavy duty | 6 | piece | | |
| 18 | Polo Shirt with DPWH Logo, customized, with attached design | 20 | piece | | |
| 19 | Reflectorized Vest with embroidered DPWH Logo, at least 3 inches in diameter at front side | 10 | piece | | |
| 20 | Sign Pen, 0.5, black | 3 | box | | |
| 21 | Sign Pen, 0.5, blue | 3 | box | | |
| 22 | Tape, duct, 2" | 3 | roll | | |
| X-X-X | Note: The awarding of this RFQ will be on a lump-sum basis. Prospective suppliers must quote for all the items. Otherwise they will be subjected for disqualification. | | | | |
| | TOTAL | | | | |

Brand Model : _____
Delivery Period : _____

Warranty : _____
Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Printed Name / Signature / Date

Tel. No./Cellphone No./E-mail Address

Date of Posting: December 20-22, 2024