Republic of the Philippines Department of Public Works and Highways Sorsogon 1st District Engineering Office Guinlajon, Sorsogon City

Name of Pr	ocuring Entity : DPWH-Sorsogon 1st DEO		Request for	Quotation (P.R. No.)	1:2025-08-0078				
Revised on:			Date:	8/8/25					
Standard For	m/Title: REQUEST FOR QUOTATION		Office/End-U	User: DPWH Sor, 1	st DEO				
COMPAI	NY NAME:								
	ADDRESS:								
TEL. NO.	/FAX NO.:								
	e quote your lowest price on the item (s) listed below, subject to the Terms and Conditions stated below. 12,2025 in the return envelope attached herewith, to the BAC SEcretariat for Goods, DPWH				epresentative of later than 10:00				
	CONDITIONS: ust be typewritten or legibly written.			. 1	Λ				
	oid within 30 CD upon receipt of the approved funded Purchased Order (P.O.)			14					
Administrativ	ve penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for vithout valid reason.		_	LARRY B.	REVES				
	ll be for a minimum of three (3) months for supplies & materials; one for Equipment;			Administrativ	e Officer V				
	T Equipment from date of acceptance by the end-user.	BAC - Chairman							
The second second	shall be for a period of sixty (60) calendar days.			1					
5. For all supplie	er, the two (2) envelope system will be followed.								
The 1st envelo	ope shall contain the following eligibility document/s.								
PhilGEPS Re	egistration Certificate (Platinum), Mayor's Permit, DTI/SEC Registration,								
Tax clearanc	e including income/Business Tax Return, Certificate of Registration, Omnibus Sworn Statement,								
Original broa	chutres showing certifications of the product (if applicable) shall be attached upon submission of the quotation								
	lope which will contain the quotation shall only be opened after the 1st is declered complying								
6. Bidders shall	submit original brochures showing certifications of the product if applicable								
	e the brand for each items being offered. (if applicable)								
8. The approved	budget ceiling for tthis procurement is P 145,500.00.								
	y brand name otherwise, bids will not be accepted								
10. Quotation t	hru electronic mail/fax will not be accepted								
ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE				
1	Customized Legal Size Binder with DPWH Logo	450 -	piece `						
	* with Hard Cover thickness of 2.5mm or more, PVC Royal Blue cover and white ply leaf inside with 7x3" level mechanism with Radolock, ring pocket and three (3) colored logo on spine expansion C21at least 75mm with white background								
2	Customized A3 Size Binder, with DPWH Logo	10	piece						
		Total :							
		Amount in	Mondo						
		Amount in	words:						
Brand and M	Marranty :								
Delivery Peri After		s not above. Ij	f the space for	Delivery Period, Warr	ranty and Price Validity are left				
			Pr	inted Name/Signatur	re/Date				

CHECKLIST FOR GOOD'S

(Mode of Procurement: SMALL VALUE PROCUREMENT)

Attachment:

A.	Ì	ì	El	igi	bi	lity	/ ai	٦d	T	ec	hn	ica	H	Da	CL	ım	er	nts	::
J	 	٠.		יםי					≖.										17

- 1. DTI Business Name/SEC Registration of Supplier
- 2. TAX Clearance & Monthly Payment of Taxes including Income/Business

 Tax Return
- 3. Certificate of PHILGEPS Registration
- 4. Latest/Updated Mayor's/Business Permit
- 5. Certificate of Registration (COR)
- 6. Omnibus Sworn Statement (Revised per GPPB Resolution No. 16-2020
- 7. Bidders shall submit original brochures showing certifications of the product (if applicable)
- 8. Special Power of Attorney of Liaison and Valid Identification Card (if applicable)
- B. Financial Documents
 - 1. Request for Quotation

Note: <u>Please indicate the brand for each items being offered (if applicable)</u>

		Sı	upp	lier'	s Si	gna	ture		