

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ILOCOS NORTE 1ST DISTRICT ENGINEERING OFFICE
Airport Avenue, Brgy. Cavit, Laoag City

Name of Procuring Entity : DPWH-INFDEO Request for Quotation : **24GAA0200**
(P.R. No.) : **(2024-11-0216)**
Revised on : Date : **November 5, 2024**
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : **DPWH-INFDEO**
24GAA0200: PROCUREMENT OF OFFICE SUPPLIES FOR USE AT DPWH-INFDEO, LAOAG CITY

COMPANY NAME :

ADDRESS :

TEL. NO./FAX No. :

TIN :

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 A.M. of December 17, 2024** in the return envelope attached herewith, to the BAC Secretariat DPWH-INED I, Airport Avenue, Brgy. Cavit, Laoag City.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within seven (7) calendar days 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 year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPIS Registration, Tax Clearance, Income Tax Returns, and Mayor's/Business Permit be attached upon submission of the quotation.
6. The approved budget ceiling for this procurement is P743,000.00


MARK LOUIE B. GALIZA
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1)	A4 sub. 20	1,000	reams		
2)	Bond paper legal size	50	reams		
3)	Ballpen	300	pcs		
4)	Pencil lead with eraser	30	dozen		
5)	Scientific calculator	30	pcs		
6)	Sign pen 0.5, black, 12 pcs/box	50	box		
7)	Scissor, big	50	pcs		
8)	Transparent tape 1"	300	rolls		
9)	Packaging tape 2"	40	rolls		
10)	Stamp pad, violet	25	pcs		
11)	Clip backfold 3/4"	60	box		
12)	Clip backfold 1"	60	box		
13)	Ruler, plastic and metal	30	pcs		
14)	Pencil sharpener	10	pcs		
15)	Puncher, heavy duty	30	pcs		
16)	Stapler with stapler remover	50	pcs		
17)	Twin marker, black	50	box		
18)	Color index tab, eartag	200	pcs		
19)	Pressboard folder, legal	20	box		
20)	Double sided tape with foam 1", green	60	rolls		
21)	Double sided tape w/o foam 1", white	35	rolls		
22)	Double sided tape w/o foam 1/2", white	35	rolls		
***** Nothing Follows*****					

Brand and 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.

The awarding for this RFQ will be on a lump sum basis. Prospective suppliers must quote for all of the items, otherwise, they will be subject for disqualification.

Printed Name / Signature / Date

Telefax: (077) 670-8468

c/o BAC Secretariat

email: doloroso.james@dpwh.gov.ph

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

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