



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**MINDORO OCCIDENTAL DISTRICT ENGINEERING OFFICE**  
MIMAROPA REGION ( IV-B)  
Mamburao, Occidental Mindoro



Name of Procuring Entity	: DPWH, Mindoro Occidental DEO	Request for Quotation	: RFQ-2024-12-122 (SVP)
Revised on	:	Date	: December 19, 2024
		Office/End User	: Maintenance Section
Standard Form/Title	:	REQUEST FOR QUOTATION	Date :
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 December 19, 2024 / 9:00 A.M. in the return envelope attached herewith, to the BAC Secretariat, DPWH, Mindoro Occidental District Engineering Office, Mamburao, Occidental Mindoro.

**TERMS and CONDITIONS :**

- All entries must be typewritten or legibly written.
- Delivery period within **30 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.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; three (3) years from date of acceptance by the end-user with 1% warranty security whether expendable or non-expendable supplies.
- Price validity shall be for a period of sixty (60) calendar days.
- PhilGEPS Registration Number / Mayor's Permit shall be attached upon submission of the quotation.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- The approved budget ceiling for this procurement is **₱ 999,892.00**
- Omnibus Sworn of statement for ABC Php 50,000.00 and above shall be submitted before the award of Job Order (JO) for Small Value Procurement ( Sect.53.9 of the Revised IRR-RA9184).
- The DPWH reserves the right to accept or reject any bid to annul the bidding process, and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.

**MA. THERESA J. PALIMA**  
BAC CHAIRPERSON

CAA KVL RKSS JMU ERR

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	A4 Laminating Film 200micron (100 pcs/pack)	200	packs		
2	A4 Laminating Film 125micron (100 pcs/pack)	200	packs		
3	Staple wire No. 11-1m	100	boxes		
4	Stapler with staple remover No. 35	35	pcs		
5	ID puncher (2 in 1 oblong and corner puncher)	5	pcs		
6	ID puncher oblong puncher (Single puncher)	5	pcs		
7	Double sided tape 1/4"	100	rolls		
8	Double sided tape 1/2"	100	rolls		
9	Double sided tape 1"	100	rolls		
10	<b>Multi-function Printer Duplex for ID Making</b> Print resolution of 4800 dpi Print speed Draft Text- Memo, A4 – Upto 32ppm*1 (Black and Colour) Print speed (Simplex) – 25 ppm*1 (Black and Colour) ISO print speed (Duplex) – 21 ppm*1 (Black and Colour) Supports Wi-Fi printing Smart Panel App compatible Smudge and fade-resistant prints with pigment black ink Supports duplex scanning, PCL and Postscript	2	units		
11	Document Scanner A4 -wi-fi Duplex Sheet-fed document scanner	4	units		

