



Republic of the Philippines  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
**NEGROS ORIENTAL 2nd DISTRICT ENGINEERING OFFICE**  
Sibulan, Negros Oriental, Region VII



BAGONG PILIPINAS

Name of Procuring Entity :	Request for Quotation (P.R. No):	<b>2024-12-308</b>
Revised on:	Date :	December 11, 2024
Standard Form/Title:	REQUEST FOR QUOTATION	Office/End-User :

**COMPANY NAME:**

**ADDRESS:**

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 16, 2024 at 2:00P.M.** In the return envelope attached herewith, to the BAC Secretariat, DPWH, NO2DEO, Cangmating, Sibulan, Neg. Or.

**TERMS AND CONDITIONS:**

- All entries must be typewritten or legibly written.
- Delivery period** within 7 C.D. 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** must be submitted after acceptance by the procuring entity of the delivered supplies in the following conditions and terms of warranty:  
(3 mnth) / **Expendable Supplies** (consumed in used w/in 1 year like fuel, spareparts and etc.)  
(1 year) / **Non-Expendable Supplies** (serviceable in more than 1 year like furniture, fixtures & etc.)  
(3 years) / **IT Equipment** (computers, printers and etc.)
- Price validity** shall be for a period of sixty(60) calendar days.
- PhilGEPS Registration/Mayor's Permit & DTI, Income/Business Tax shall Return and Omnibus Sworn Statement shall be attached upon submission of quotation.
- Bidders shall submit original brochures of the product, if applicable.
- Please indicate the "**BRAND NAME/MODEL**" for each items being offered.
- The approved budget ceiling (ABC) for the procurement is P

**518,795.00**

**LOWELL O. RAAGAS**  
BAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	A3 Bondpaper (80GSM)	9	ream		
2	A4 Bondpaper (70GSM)	45	ream		
3	Long Bondpaper (70GSM)	18	ream		
4	Sign pen (blue)(0.5mm needle point)	18	pc		
5	Sign pen (black)(0.5mm needle point)	18	pc		
6	Stapler (heavy duty)	18	pc		
7	Staple wire (standard)	9	pc		
8	Sign Here (sticky note)	90	pack		
9	Double sided tape 48mm	18	pc		
10	Tape dispenser	18	pc		
11	Clip back fold 3/4"	18	box		
12	Clip back fold 1"	18	box		
13	Clip back fold 1 1/4"	18	box		
14	Clip back fold 1 5/8"	18	box		
15	Clip back fold 2"	18	box		
16	Cutter	9	pc		
17	Fastener	18	box		
18	Flash drive 32GB	18	pc		
19	Folder with tab A4	9	pack		
20	Glue (10g)	9	bottle		
21	Laminating machine	2	unit		
22	Laminating film (125mm)	100	sheet		
23	Permanent marker bullet type	18	box		
24	Note pad stick on 3"x3"	18	pc		
25	Note pad stick on 3"x4"	18	pc		
26	Paper clip (33mm)	18	box		
27	Puncher (paper, heavy duty)	9	pc		
28	Rubber folder A4	9	box		



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