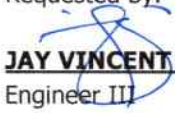
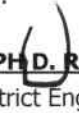




PURCHASE REQUEST

Entity Name: **DPWH-Siquijor District Engineering Office**

Fund Cluster: **01**
QMS-HRAS-SPMD Form No.6 series 2016
COA Circular No. 2015-07 S 2015

Office/Section:		P.R. No.2025-08- 021		Date: <u>August 7, 2025</u>	
<u>Maintenance Section</u>		Responsibility Center Code: <u>18-001-18-00123</u>			
STOCK/ PROPERTY NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL
Office Supplies and Devices					
0216	ream	PAPER, COPY 70gsm, size 210mmx297mm (A4)	75		-
0217	ream	PAPER, COPY 70gsm, size 216mmx330mm (Legal)	10		-
0956	ream	PAPER, COPY 70gsm, size 216mmx279mm (Short)	10		-
0215	ream	PAPER, COPY 70gsm, size 297mmx420mm (A3)	10		-
0203	pc.	Archfile 3", Side Clip, A4, with DPWH Logo	40		-
0394	roll	Trash bag (Large)	200		-
0397	roll	Trash bag (XL)	100		-
0392	bot.	Toilet Bowl Cleaner, 1000ml	32		-
0466	unit	Laminator Machine Mq-320 A3 13in	1		-
0957	roll	Laminating Film Roll 12" 250 microns	1		-
0356	pack	Sticky Note, sign here, fluorescent	10		-
0389	roll	Scotch Tape 1/2"	10		-
0389	roll	Scotch Tape 1"	20		-
0390	roll	Scotch Tape 2"	20		-
0372	bot.	Stamp Pad Ink, purple	3		-
0958	pc.	Tape Dispenser, heavy duty	5		-
0197	bot.	AIR FRESHENER (Spray-Lemon Fresh)	16		-
0198	can	Air Spencer Car Freshener (Lemon Fresh)	36		-
0200	bot.	Rubbing Alcohol, 70% solution, scented, 500ml	66		-
0241	pc.	Dishwashing paste, lemon, 400g	50		-
0323	bot.	Muriatic Acid 1L	30		-
0875	gal.	Multi Surface Cleaner, Sparkling Lemon & Sunflower Essence Scent (6.21L)	2		-
0876	gal.	Triple Action Dishwashing Liquid, Lemon, (4L)	3		-
0877	box	Trash Bag, Medium (100bags/box)	1		-
0878	box	Trash Bag, Large (60bags/box)	1		-
0879	box	Trash Bag, XL (60bags/box)	1		-
0880	bot.	Multi Surface Cleaner, 500ml, spray	4		-
0881	bot.	Alcohol, pump, 1L	4		-
0882	bot.	All Purpose Scouring powder, 650g	3		-
0883	pack	Surface Spray, Lemon Enhancing Polish, 403g, 3bot./pack	1		-
0884	pack	Detergent Powder, 3500g	2		-
0885	pack	Fabric Conditioner, 2.2L	2		-
0886	bot.	Disinfectant Spray, 681mL	4		-
0887	bot.	Anti-bacterial Hand Soap, 975ml	2		-
0888	bot.	Liquid Detergent with black Fixant, 2L	1		-
0889	gal.	Bleach Original, 3785ml	2		-
0367	pc.	Single Spin Mop Bucket	1		-
				TOTAL	-
Approved Budget for the Contract - ₱ 198,369.58					
CHARGE TO: MNRB					
Purpose: For use in Maintenance Section.					
Requested by:			Approved by:		
Signature: 			Signature: 		
Printed Name: JAY VINCENT C. PAL-ING			Printed Name: YUSOPH D. RASUMAN		
Designation: Engineer II Chief, Maintenance Section			Designation: District Engineer		



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor

RFQ No.: 2025-016-AUG

Name of Procuring Entity: DPWH - Siquijor

Request for Quotation: P.R. No. 2025-08-021

Revised on:

Date: August 8, 2025

Standard Form/Title: **REQUEST FOR QUOTATION**

Office/End User: **Maintenance Section**

COMPANY NAME:

ADDRESS:

CELL NO./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 August 12, 2025 in the return envelope attached herewith, to the Goods & Services DPWH-Siquijor District Engineering Office, Larena, Siquijor.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 C.D. upon receipt of the approved funded Purchase Order (P.O.). Administrative Penalties Pursuant to Sec. 69 of the Revised IRR of R.A.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-EPS Registration Certificate/Mayor's Permit/DTI/Supplier's Confidential Application for Registration shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product, if applicable.
7. Please indicate the brand for each items being offered, if applicable.
8. The approved budget ceiling for this procurement is Php 198,369.58

RAKIL-ALI S. RAKI-IN, AER

Asst. District Engineer
BAC Chairperson, BAC for Goods

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	PAPER, COPY 70gsm, size 210mmx297mm (A4)	75	ream		
2	PAPER, COPY 70gsm, size 216mmx330mm (Legal)	10	ream		
3	PAPER, COPY 70gsm, size 216mmx279mm (Short)	10	ream		
4	PAPER, COPY 70gsm, size 297mmx420mm (A3)	10	ream		
5	Archfile 3", Side Clip, A4, with DPWH Logo	40	pc.		
6	Trash bag (Large)	200	roll		
7	Trash bag (XL)	100	roll		
8	Toilet Bowl Cleaner, 1000ml	32	bot.		
9	Laminator Machine Mq-320 A3 13in	1	unit		
10	Laminating Film Roll 12" 250 microns	1	roll		
11	Sticky Note, sign here, fluorescent	10	pack		
12	Scotch Tape 1/2"	10	roll		
13	Scotch Tape 1"	20	roll		
14	Scotch Tape 2"	20	roll		
X-X-X	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 subjected for disqualification				

Purpose: For use in the Maintenance Section.

Brand and Model: _____

Warranty : _____

Delivery Period : _____

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 black, it means that I concur with the Terms and Conditions specified by DPWH.

Telephone No.: 035-542-5760

Email Address: Dpwh_siq2015@yahoo.com

Printed Name / Signature / Date
Tel. No./Cellphone No./Email Address



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor

Name of Procuring Entity: DPWH - Siquijor
Revised on:

RFQ No.: 2025-016-AUG
Request for Quotation: P.R. No. 2025-08-021
Date: August 8, 2025

Standard Form/Title: **REQUEST FOR QUOTATION**

Office/End User: **Maintenance Section**

COMPANY NAME:

ADDRESS:

CELL NO./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 August 12, 2025 in the return envelope attached herewith, to the Goods & Services DPWH-Siquijor District Engineering Office, Larena, Siquijor.

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5. G-EPS Registration Certificate/Mayor's Permit/DTI/Supplier's Confidential Application for Registration shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product, if applicable.
7. Please indicate the brand for each item being offered, if applicable.
8. The approved budget ceiling for this procurement is Php 198,369.58


RAKIL-ALI S. RAKI-IN, AER
Asst. District Engineer
BAC Chairperson, BAC for Goods

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
15	Stamp Pad Ink, purple	3	bot.		
16	Tape Dispenser, heavy duty	5	pc.		
17	AIR FRESHENER (Spray-Lemon Fresh)	16	bot		
18	Air Spencer Car Freshener (Lemon Fresh)	36	can		
19	Rubbing Alcohol, 70% solution, scented, 500ml	66	bot		
20	Dishwashing paste, lemon, 400g	50	pc.		
21	Muriatic Acid 1L	30	bot		
22	Multi Surface Cleaner, Sparkling Lemon & Sunflower Essence Scent	2	gal.		
23	Triple Action Dishwashing Liquid, Lemon, (4L)	3	gal.		
24	Trash Bag, Medium (100bags/box)	1	box		
25	Trash Bag, Large (60bags/box)	1	box		
26	Trash Bag, XL (60bags/box)	1	box		
27	Multi Surface Cleaner, 500ml, spray	4	bot.		
28	Alcohol, pump, 1L	4	bot.		
X-X-X	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 subjected for disqualification				

Purpose: For use in the Maintenance Section

Brand and Model: _____

Warranty : _____

Delivery Period : _____

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 black, it means that I concur with the Terms and Conditions specified by DPWH.

Telephone No.: 035-542-5760

Email Address: Dpwh_siq2015@yahoo.com

Printed Name / Signature / Date
Tel. No./Cellphone No./Email Address



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor

Name of Procuring Entity: DPWH - Siquijor
Revised on:

RFQ No.: 2025-016-AUG
Request for Quotation: P.R. No. 2025-08-021
Date: August 8, 2025

Standard Form/Title: **REQUEST FOR QUOTATION**
COMPANY NAME:

Office/End User: **Maintenance Section**

ADDRESS:


CELL NO./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 August 12, 2025 in the return envelope attached herewith, to the Goods & Services DPWH-Siquijor District Engineering Office, Larena, Siquijor.

TERMS and CONDITIONS:

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4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS Registration Certificate/Mayor's Permit/DTI/Supplier's Confidential Application for Registration shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product, if applicable.
7. Please indicate the brand for each items being offered, if applicable.
8. The approved budget ceiling for this procurement is Php 198,369.58


RAKIL-ALI S. RAKI-IN, AER
Asst. District Engineer
BAC Chairperson, BAC for Goods

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
29	All Purpose Scouring powder, 650g	3	bot.		
30	Surface Spray, Lemon Enhancing Polish, 403g, 3bot./pack	1	pack		
31	Detergent Powder, 3500g	2	pack		
32	Fabric Conditioner, 2.2L	2	pack		
33	Disinfectant Spray, 681mL	4	bot.		
34	Anti-bacterial Hand Soap, 975ml	2	bot.		
35	Liquid Detergent with black Fixant, 2L	1	bot.		
36	Bleach Original, 3785ml	2	gal.		
37	Single Spin Mop Bucket	1	pc.		
X-X-X					
	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 subjected for disqualification				

Purpose: For use in the Maintenance Section.

Brand and Model: _____

Warranty : _____

Delivery Period : _____

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 black, it means that I concur with the Terms and Conditions specified by DPWH.

Telephone No.: 035-542-5760

Email Address: Dpwh_siq2015@yahoo.com

Printed Name / Signature / Date
Tel. No./Cellphone No./Email Address



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor



August 7, 2025

MARI RAMON LUIS C. SAYSOM

Proprietor

CCS DEVELOPMENT CORPORATION

Azalea Place Gorordo Avenue
Lahug, Cebu City, Cebu

NOEL P. CAÑO

Proprietor

WELLANN MARKETING

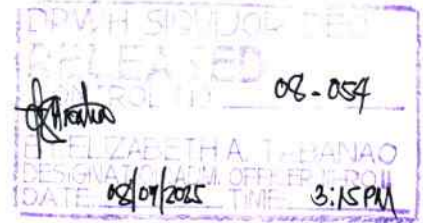
Aznar Road Sambag 1, Cebu City

MA. CLAIRE C. ESPIRITU

Proprietress

RHYZZA CONSTRUCTION AND SUPPLIES

241 Plaridel St., Alang-alang,
Mandaue City, Cebu



Dear Sir/Madam:

1. The **Department of Public Works and Highways – Siquijor District Engineering Office** will procure the following goods/supplies through **SMALL VALUE PROCUREMENT (SVP)**:

Request for Quotation No. : 2025-016-AUG
Purchase Request No. : 2025-08-021
Contract Name : Procurement of Office Supplies and Devices
Approved Budget for the Contract (ABC): Php 198,369.58
Delivery Period : 30 Calendar Days

2. Kindly submit your quotation along with the necessary documents, including PhilGEPS Registration Certificate, Mayor's Permit, Tax Clearance, Income Business Tax Return and Omnibus Sworn Statement. Additional details regarding the scope of procurement can be found in the Request for Quotation (RFQ).
3. This Notice has been addressed to the following suppliers:
 - a. CCS DEVELOPMENT CORPORATION
 - b. WELLANN MARKETING
 - c. RHYZZA CONSTRUCTION AND SUPPLIES



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor



4. The Request for Quotation (RFQ) shall be available at the Procurement Unit, DPWH – Siquijor District Engineering Office, North Poblacion, Larena, Siquijor from 8:00 A.M. to 5:00 P.M. You may also download the Request for Quotation (RFQ) from the DPWH Website at www.dpwh.gov.ph and PhilGEPS Website www.philgeps.gov.ph.
5. The deadline for the submission of quotation will be on **August 12, 2025**, not later than **10:00 A.M.** at the Procurement Unit, DPWH – Siquijor District Engineering Office, North Poblacion, Larena, Siquijor.

For further information, please refer to:

Elsa C. Jumadla

Head, Procurement Staff, DPWH – Siquijor District Engineering Office, Larena, Siquijor

Telephone Number: (035) 542-5760

E-mail Address: dpwh_si2015@yahoo.com

Very truly yours,



RAKIL-ALI S. RAKI-IN

Assistant District Engineer

BAC - Chairperson