

Republic of the Philippines  
Department of Public Works and Highways  
NATIONAL CAPITAL REGION  
Manila

Page 1 of 2

Name of Procuring Entity Request for Quotation (P.R.): 2025-05-018

Revised on Date: 05/23/2025

Standard Form/Title Office/End-User: DPWH-NCR

COMPANY NAME:  
ADDRESS :  
TEL. NO./FAX NO.:

Please quote your lowest price on the item(s) listed below, subject to the Terms and Condition listed below and submit your quotation duly signed by your representative not later than 9:00 A.M. of May 27, 2025 in the return sealed envelope attached herewith to the BAC Secretariat, 2nd Floor, 2nd St., Port Area, Manila

**TERMS and CONDITION :**

1. All entries must be type written or lightly written
2. Delivery period within Three (3) 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 (1) year Equipment, from date of acceptance by the end-user
4. Price validity shall be for a period of sixty (60) calendar days.
5. PHILGEPS Registration Certificate or Registration No./ Mayor's Permit/ DTI or SEC Registration Certificate/ Tax Clearance / Omnibus Sworn Statement (For ABCs above ₱50K) / Income/Business Tax Return (For ABCs above ₱500k) shall be attached upon submission of the quotation.
6. Bidders shall submit brochures showing certifications of the product applicable
7. Please indicate the brand for each item being offered, delivery period, price validity and warranty.
8. All documents must be CERTIFIED TRUE COPY.
9. The approved budget ceiling for this procurement is **Php 690,965.00**

Very truly yours,

**JORD ACHAES N. DAVID**  
Chief, Administrative Division  
BAC Chairperson

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT	BRAND AND MODEL
1	Mylar Film, 30" x 20m, 100 microns	150	roll	P	P	
2	White Paper, 30" x 50 yards, 80 gsm	50	roll	P	P	
3	Executive Chair	2	pc	P	P	
	Black leatherette upholstery, reclining chair					
	Padded armrests					
4	Storage Cabinet, sliding metal door	2	pc	P	P	
	Made of steel gauge #22, powder coated					
	white finish, with 4 adjustable shelves					
	Size: 900W x 400D x 1850mm					
	with duplicate key					
5	Side Cabinet	1	set	P	P	
	Walnut laminated finish, with center drawers					
	and swing out door					
	Size: 29.5"H x 71"W x 17.5"D					
6	Whiteboard, 4'x5' aluminum frame	1	pc	P	P	
7	Water boiler, 15 ltrs	3	unit	P	P	
	Stainless steel, Double wall insulation					
	Warm and Boil indicator with thermostat					
	Tempered glass water gauge					
	Heat-resistant handles					

Delivery Period : \_\_\_\_\_

Price Validity : \_\_\_\_\_

Warranty : \_\_\_\_\_

After having carefully read and accepted your General condition I / We quote you on the item(s) at prices noted above.

\_\_\_\_\_  
Printed Name/Signature

