

Name of Procuring Entity : **DPWH-DCI/DEO, Tugbok Davao City**  
Revised on: \_\_\_\_\_  
Standard Form/Title : **REQUEST FOR QUOTATION**  
(Small Value Procurement)

RFQ No. & Date: 2024-12-12 12/11/2024  
P.R. No. & Date: 2024-12-134 dated 12/10/2024  
Office/End-User: DE, ADE & PIO's office  
DPWH-DCII DEO, Tubok D.C.

COMPANY NAME:

ADDRESS:

TEL. NO./FAX No.

**TIN No.:**

**TERMS and CONDITIONS:**

- 1) All entries must be typewritten or legibly written,
- 2) Delivery period within twenty (20) W.D. upon receipt of the approved 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 must be for a minimum of three (3) months for supplies & materials, one (1) year for Equipment; 3 years for I.T. Equipment from date of acceptance by the end-user.
- 4) Price validity shall be for a period of sixty (60) calendar days.
- 5) ***Phil-GEPS Registration Number/Mayor's Permit/Tax Clearance/DTI or SEC and Omnibus Sworn Statement (Specific to Contract)***  
*shall be attached upon submission of the quotation and every page of the document must be signed.*
- 6) Bidders shall submit original brochures showing certifications of the product, if applicable,
- 7) Please indicate the brand of each items being offered, (If applicable)
- 8) The Approved Budget for the Contract is ***P 66,710.03 one lot price***

Please quote your lowest price on the item(s) listed below subject to the Terms & Conditions stated and submit your duly signed quotation personally (**Submitted thru courier/fax/e-mail will not be accepted**) not later than 10:00 AM, of \_\_\_\_\_ to the BAC Secretariat for Goods, DPWH-DCHDEO, Tirol St., Tagbok, Davao City.

REYNALDO A. AMORES

Chief, Const. Section  
( BAC-Chairperson )

	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Alcohol, 1 liter	20	pc		
2	Battery, size AA	10	pack		
3	Battery, size AAA	10	pack		
4	Clip, backfold, 25mm	2	box		
5	Clip, backfold, 32mm	6	box		
6	Correction Tape Refill, 10 pcs./box	2	box		
7	Data File Folder (Looseleaf), Taglia Lock, Royal Blue	30	pc		
8	Disinfectant Spray, 340 grams	12	bottle		
9	Eraser, rubber	3	pc		
10	Envelope, Documentary, A4, brown (100pcs/pack)	1	pack		
11	Fastener, Plastic (50pcs/box)	1	box		
12	Folder, kraft, legal, brown (100pcs/pack)	1	pack		
13	Ink, Epson L5190 Black	6	bottle		
14	Insecticide Spray, 500ml	1	bottle		
15	Marker, Permanent, Black	1	pc		
16	Paper, Multi-Purpose (Copy), Legal size, 80 GSM	15	ream		
17	Paper, Multi-Purpose (Copy), A4, 80 GSM	20	ream		
18	Paper, A3	1	ream		
19	Record Book, 500 pages	20	book		
20	Ruler, plastic, 18"	3	pc		
21	Sticky Note, 2" x 3"	7	pad		
22	Sticky Note, 2" x 0.5"	6	pad		
	x-x-x-x- sheet 1 of 2 -x-x-x-x				
	For use in the operations of the DE, ADE and PIO's office				
	Total Amount: (pls. specify total amount in words)			SUB-TOTAL ----	
	Please specify brand name/model otherwise, bids will not be accepted				
	The awarding for this RFQ will be on a lump-sum basis.				
	Prospective Suppliers must quote for all items. Otherwise they				
	will be subjected for disqualification.				

Brand and Model:	_____	Warranty :	_____
Delivery Period :	_____	Price Validity :	_____
Please indicate Payment Term:	_____	Credit	_____
		C.O.D.	_____

*After having carefully read & accepted your General Conditions, I/We quote you on the item(s) at prices noted 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.*

DPWH-DCIIDEO  
Tel. No. 293-1765 (Procurement Unit)  
Fax No. 293-0551

Printed Name / Signature / Date

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

Name of Procuring Entity : **DPWH-DCIIDEO, Tugbok Davao City**  
Revised on: \_\_\_\_\_  
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(Small Value Procurement)

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**REYNALDO A. AMORES**  
Chief, Const. Section  
(BAC-Chairperson)

[illegible]

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DPWH-DCI|DEO

Tel. No. 293-1765 (Procurement Unit)

Fax No. 293-0551

Printed Name / Signature / Date

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