



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
LAGUNA 2ND DISTRICT ENGINEERING OFFICE
Los Baños, Laguna, Region IV-A



Name of Procuring Entity: DPWH-LAGUNA 2ND DEO		Request for Quotation (WR No.):	2025-06-006
Revised on:		Date:	June 18, 2025
Standard Form/Title:	REQUEST FOR QUOTATION	Office/End-user:	Administrative Section
Mode of Procurement:	SVP		
COMPANY NAME :		PHILGEPS No.:	
ADDRESS :		TCC 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 **9:00 A.M. of June 24, 2025** in the return envelope attached herewith.

TERMS AND CONDITIONS:

- 1 All entries must be typewritten or legibly written.
- 2 Delivery period within **Thirty (30)** calendar days upon receipt of the approved funded Work Order (W.O.) administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall imposed for non-delivery without valid reason.
- 3 Warranty shall be for a minimum of three (3) months for supplies and materials; one (1) year for Equipment; three (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 **PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/DTI/SEC** shall be attached upon submission of the quotation.
- 6 To establish financial capability, bidders may attach/include in its quotation a Committed Line of Credit (CLC) equivalent to 10% of the ABC, from a Commercial or Universal Bank.
- 7 For Small Value Procurement, when the ABC is above Php 50,000.00, Omnibus Sworn Statement shall be attached and submitted.
- 8 For Small Value Procurement, when the ABC is above Php 500,000.00, Income and Business Tax Return shall be attached and submitted.
- 9 Bidders must quote for all of the items and shall submit a proposal on each item and evaluation and award of contract will be undertaken on a lump sum basis.
- 10 Any erasure, correction or alteration made by the bidders in any of the items shall render the bid non-complying, hence, a ground for disqualification.
- 11 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.
- 12 Indicate the brand for each items being offered.
- 13 Bids may be submitted: (a) in-person at the Goods and Services Division, Procurement Service, or (b) through electronic mail addressed to: **bac_laguna2nddeo@dpwh.gov.ph** (documents must be scanned clearly in one (1) PDF file, including attachments, if any.)
- 14 The approved budget ceiling for this procurement is **₱ 496,000.00**

JANNE P. GARCIA - ROSALES
BAC Chairperson

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Cleaning Service of Airconditioning Units				
	Split-Type Airconditioning Units (1HP-3HP)	76.00	units		
	Floor Mounted Airconditioning Units (2HP-3HP)	5.00	units		
	Window Type Aircon units (1HP-3HP)	14.00	units		
	AMOUNT IN WORDS:			Total	
Purpose:	Procurement of Preventive Maintenance Services for 95 Air-Conditioning Units – 2nd Quarter at DPWH-Laguna 2nd DEO, Brgy. Bambang, Los Baños, Laguna				
Delivery Period: _____		Warranty: _____			
		Price Validity: _____			
<p><i>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 blank, it means that I concur with the Terms and Conditions specified by DPWH.</i></p>					
Tel No. & Telefax No. : (049) 557-2315		<div>_____</div> <div>Printed Name/ Signature/ Date</div>			
		<div>_____</div> <div>Tel. No./ Cellphone No./ E-mail Address</div>			