



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BUKIDNON 1ST DISTRICT ENGINEERING OFFICE
Malaybalay City, Bukidnon, Region X

Name of Procuring Entity:

RFO No./PR No.: **RFO-0677/PR2025-06-0077**

Revised on:

Date: **MAR 17 2025**

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

Office/End-user: **Administrative Section**

COMPANY NAME:

PhilGEPS No.:

ADDRESS:

TCC No.:

TEL. NO./FAX NO:

TIN:

(SMALL VALUE PROCUREMENT ABOVE 50K)

Please quote your lowest price inclusive of VAT on the item/s listed below, subject to the Terms and Conditions of this RFO, and submit your sealed quotation and other requirements duly signed by your representative not later than **10:00am of MAR 17 2025** at the **DE's Cottage Conference Room of Bukidnon 1st DEO, DPWH, Malaybalay City.**

Please observe proper sealing and marking of bids. All envelopes must contain the RFO number and name to be bid, name and address of the bidder and address to the BAC Chairman & bear a warning "DO NOT OPEN BEFORE . . . date and time for the opening. No bids shall be submitted through email. Sealed quotation must meet the following requirements.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written
2. **Delivery period** is within **30 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 reasons.
3. **Warranty** must be submitted after acceptance by the procuring entity of the delivered supplies in the following conditions and terms of warranty:

SARAH JANE B. LAGRAMA
Assistant District Engineer
BAC Chairperson

Expendable Supplies (consumed in used within 1 year like fuel, spareparts and etc.)
Non-Expendable Supplies (serviceable in more than one (1) Year like furniture, fixtures and etc.)
IT Equipments (computers, printers and etc.)
-3 MONTHS
-1 YEAR
-3 YEARS

4. **Price validity** shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration , Mayor's Permit , DTI , Income/Business Tax Return, Tax Clearance Certificate and Omnibus Sworn Statement shall be attached upon submission of quotation.
6. Bidders shall submit original brochures showing certifications of the product , if applicable
7. Please indicate the "**BRAND NAME/MODEL**" for each items being offered
8. The approved budget ceiling (**ABC**) for this procurement is **PHP 77,220.00**
9. The awarding for this RFO will be on a lump-sum basis. Prospective Suppliers must quote for all of the items, otherwise they will be subjected for disqualification.
10. For **FUEL**, Unit price may change subject for fluctuation of current pump price upon withdrawal of fuel.
11. Supplier must have an official store/registered establishment - Geotagged Photos of Actual Store of Supplier (Outside and Inside) must submitted along with their quotation.

ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Water dispenser, Hot & Cold	1	unit		
	Rice cooker, 15 cups	1	unit		
	Chaffing dish	4	pcs		
	Anchor chaffing	15	pcs		
	Glassware Serving dish	20	pcs		
	Bilao plate, 18"	60	pcs		
	Plates	6	pcs		
	Table spoon	50	pcs		
	Table forks	50	pcs		
	Rice bowl, 4.5 inches	6	pcs		
	Serving spoon	4	pcs		
	Ladle	4	pcs		
	Serving tray	4	pcs		
	Coffee rod	2	pcs		
	Cups & Saucers	12	sets		
	GRAND TOTAL				

Purpose: Supply and Delivery of various kitchen utensils for use in DE's Office
DPWH Buk. 1st DEO, Malaybalay City.

Brand and Model:

Warranty:
Price Validity:

After having carefully read and accepted your General Conditions, I/We quote you on the items at prices noted above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that concur with the Terms and Conditions specified by DPWH.

Printed Name & Signature, Date

Contact Number/E-mail Address