

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Negros Occidental 5th DEO, San Carlos City

Procurement of supply and delivery of office supplies for use in Maintenance Section, DPWH Negros Occidental 5th DEO, San Carlos City, Negros Occidental

Name of Procuring Entity: DPWH Negros Occidental 5TH DEO	Revised for Quotation (P.R. No.): 2025-03-015
Revised on:	Date: March 04, 2025
Standards For Title: Request for Quotation	Office/End-User: Maintenance Section
COMPANY NAME:	
ADDRESS:	
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 March 19, 2025** the return envelope attached herewith, to the BAC Office, DPWH Negros Occidental 5TH District Engineering Office, San Carlos City, Negros Occidental.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is **45 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 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/Business Permit, DTT (Sole Proprietor)/SEC (Corporation/Inc.), Tax Clearance and Omnibus Sworn Statement with Secretary Cert. for Corporation and SPA for sole proprietor shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product.
7. Please indicate the brand for each item being offered.
8. The approved budget ceiling for this procurement is **P 131,620.00**


PEDRITO R. BAUTISTA
BAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	A3 Size Bond Paper, 70gsm	20	ream		
2	A4 Size Bond Paper, 70gsm	30	ream		
3	Long Size Bond Paper, 70gsm	50	ream		
4	Whiteboard Marker (Black), Broad Tip	20	piece		
5	Whiteboard Marker (Blue), Broad Tip	10	piece		
6	Whiteboard Marker (Black), Fine Tip	20	piece		
7	Whiteboard Marker (Blue), Fine Tip	10	piece		
8	Permanent Marker (Black), Broad Tip	20	piece		
9	Permanent Marker (Blue), Broad Tip	10	piece		
10	Permanent Marker (Black), Fine Tip	20	piece		
11	Permanent Marker (Blue), Fine Tip	10	piece		
12	Ballpen (Black), 12 pcs/box	10	box		
13	Ballpen (Blue), 12 pcs/box	5	box		
14	Whiteboard, 600mm x 450mm	10	piece		
15	Highlighter, assorted colors	30	piece		
16	Pencil with eraser (12pcs/box)	10	box		
17	Mylar film, 75 microns 24 x 20m	1	roll		
***** Page 1 OF 2 *****					
Total					

Total Amount in Words:

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 the 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 the DPWH.

Contact No. 09770650078
bacdpwhnegroc5thdeo@gmail.com

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

Procurement of supply and delivery of office supplies for use in Maintenance Section, DPWH Negros Occidental 5th DEO, San Carlos City, Negros Occidental

Revised for Quotation (P.R. No.): 2025-03-015
Date: March 04, 2025

Office/End-User: Maintenance Section

TIN:

TERMS and CONDITIONS:

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PEDRITO R. BAUTISTA
BAC Chairperson

[illegible]

Total Amount in Words:

Brand and Model: _____ Warranty: _____
 Delivery Period : _____ Price Validity: _____

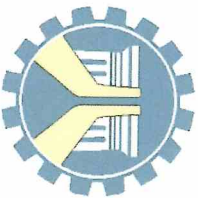
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Contact No. 09770650078

Printed Name/Signature/Date

bacdpwhnegoc5thdeo@gmail.com

Tel. No./Cellphone No./Email Address



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
**NEGROS OCCIDENTAL 5TH
DISTRICT ENGINEERING OFFICE**
San Carlos City, Negros Occidental



BACONG PILIPINAS

NOTICE OF ALTERNATIVE METHOD OF PROCUREMENT

Notice is given that the DPWH Negros Occidental 5TH District Engineering Office will conduct an **Alternative Method of Procurement** thru **Negotiated Procurement – Small Value Procurement** in accordance with Section 53.9 of the Revised Implementing Rules and Regulation of RA 9184.

- Purchase Request No. 2025-03-015 dated March 04, 2025
- Description: **Procurement of supply and delivery of office supplies for use in Maintenance Section, DPWH Negros Occidental 5th DEO, San Carlos City, Negros Occidental**
- Location: DPWH, Negros Occidental 5TH District Engineering Office, San Carlos City, Negros Occidental
- Approved Budget for the Contract (ABC): **Php 131,620.00**
- Delivery Period: **45 Calendar Days** upon receipt of Notice to Proceed

The Deadline for submission of the accomplished application forms will be on **March 19, 2025** and shall be opened at 10:00 A.M. on the same date. Quotations submitted thru mail/fax will not be accepted.

Any requests for additional information concerning this bidding shall be directed to the following:

MARK ROVIN C. PIDO

Head, Bids and Awards Committee Secretariat
DPWH Negros Occidental 5th District Engineering Office,
San Carlos City, Negros Occidental

bacdphwnegoccs5thdeo@gmail.com ; 09770650078

PEDRITO R. BAUTISTA
BAC Chairperson