



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**MINDORO ORIENTAL DISTRICT ENGINEERING OFFICE**  
Masipit, Calapan City, Oriental Mindoro, MIMAROPA Region (IV-B)

Name of Procuring Entity	Request for Quotation (P.R. No.) : 2025-05-199
Revised on :	Date : May 15, 2025
Standard Form/Title : REQUEST FOR QUOTATION	Office/End-User : Planning and Design 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 AM. of May 19, 2025 in the return envelope attached herewith, to the Goods & Services Division, Procurement Services, Masipit, Calapan City, Oriental Mindoro.

**TERMS and CONDITIONS :**

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 c.d 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 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 Permit, DTI/SEC, Omnibus Sworn Statement shall be attached upon submission of the quotation
6. The approved budget ceiling for this procurement is **479,335.50**
7. 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.
8. Bidder/s may submit an open or sealed quotation.
9. RFQ can be submitted in person or thru registered mails, facsimile or email.

  
**LUIS B. BERON**  
Engineer III  
(BAC-Chairperson)

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Bond Paper A3 (80gsm)	15	ream		
2	Ballpen (Hi-Techpoint V7RT)(12pcs. Per box)blue	15	box		
3	Ballpen (Hi-Techpoint V7RT)(12pcs. Per box)black	15	box		
4	<b>MYLAR FILM PAPER</b>	7	box		
	Size: 24" x 20m				
	Thickness -100 Microns				
	Wound on -2" Dia Core				
	12 rolls per box				
5	Epson Ink T664-70ml)-Black	14	bottle		
6	Epson Ink T664-70ml)-Cyan	13	bottle		
7	Epson Ink T664-70ml)-Magenta	13	bottle		
8	Epson Ink T664-70ml)-Yellow	13	bottle		
	The awarding of Contract/P.O. under this RFQ will be on a lump-sum basis, hence, Supplier must quote for all of the items. Any erasure, correction or alteration made by the Supplier in any of the items shall render the bid non-complying, hence, a ground for disqualification.				

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 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.

Tel. No. \_\_\_\_\_ Telefax: \_\_\_\_\_

Printed Name / Signature / Date  
Tel. No. / Cellphone No. / E-mail Address