



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**SURIGAO DEL NORTE 1<sup>ST</sup> DISTRICT ENGINEERING OFFICE**  
Dapa, Siargao Island, Surigao del Norte, Region XIII

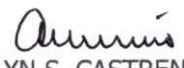


Name of Procuring Entity	: DPWH Surigao del Norte 1st DEO	Purchase Request No.:	2025-07-0073
Revised on	:	Date:	07-Jul-25
Standard Form/Title	: REQUEST FOR QUOTATION	Office/End-User:	PROCUREMENT UNIT
Mode of Procurement	: Sec.52. 1(b) SHOPPING		
COMPANY NAME	:		
ADDRESS	:		
TEL. NO./FAX NO.	:	TIN No.:	

Please quote your lowest price on the item/s listed below, subject to the General Conditions stated below and submit your quotation duly signed by your representative not later than **09:30 am on July 22, 2025** in the return envelope (SEALED) attached herewith to the BAC Secretariat, Surigao del Norte 1st District Engineering Office, Dapa, Siargao Island, Surigao del Norte.

**TERMS and CONDITIONS:**

- 1) All entries must be typewritten or legibly written
- 2) Delivery period within **30 CD** upon receipt of the approved funded Purchase Order (P.O.) Administrative penalties pursuant to Sec. 69 of the Revised IRR of RA 9184 shall be imposed for non-delivery without valid reasons.
- 3) Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; 3 years I.T. Equipment from date of acceptance by the end-user
- 4) Price Validity shall be for a period of 60 Calendar Days
- 5) PhilGEPs Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of quotation
- 6) Bidders shall submit original **BROCHURES** showing certification of the product, if applicable
- 7) Please indicate the **BRAND** for each items being offered
- 8) The Approved Budget Ceiling (ABC) for this procurement is **153,085.50**
- 9) Bids submitted thru Mail or Fax will not be accepted.

  
**DEMILYN S. CASTRENCE**  
BAC Chairperson

The awarding for this RFQ will be on lump-sum basis. Prospective suppliers must quote for all of the items, otherwise they will be subjected for disqualification.

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Brother LC-462XLBK Black-Genuine	4	pcs.		
2	Brother LC-462XLC Cyan-Genuine	3	pcs.		
3	Brother LC-462XLM Magenta-Genuine	3	pcs.		
4	Brother LC-462XLY Yellow-Genuine	3	pcs.		
5	Toner (TN 2380) for Brother DCP L2540DW, Genuine (Please see attached File)	8	pcs.		
6	Toner Cartridge for DocuCentre s2520, FUJI XEROX	8	pcs.		
7	Drum Cartridge for DocuCentre s2520, FUJI XEROX	3	pcs.		
	X-X-X-X-X-X				
<b>Purpose:</b>	Common Information Technology Supply for Procurement Unit				

**Total Amount:**

**Total Amount in Words:**

Brand Name and Model :		Warranty	
Delivery Period :		Price Validity	
Place of Delivery :	To be delivered at DPWH, Surigao del Norte 1st DEO, Dapa, SDN	Terms of Payment :	Cash on Delivery NOT applicable

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for Delivery

Tel.No. \_\_\_\_\_  
Email Address: [dpwhsurigaodelnorte1st@gmail.com](mailto:dpwhsurigaodelnorte1st@gmail.com)

Printed Name/Signature

Tel. No./Cellphone No./Email Address