



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CAGAYAN 1<sup>ST</sup> DISTRICT ENGINEERING OFFICE**  
REGIONAL OFFICE II  
Aparri, Cagayan

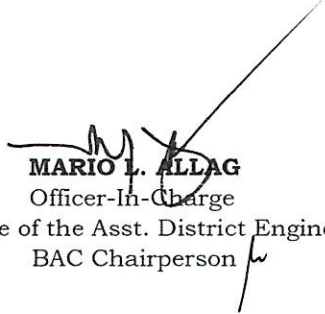


Procuring Entity: : DPWH-Cagayan 1<sup>st</sup> DEO RFQ No. : 2025-02-005  
Standard : **REQUEST FOR QUOTATION** Date: : February 24, 2025  
Form/Title  
Revised on : Office/End User : District Office  
P.R. No. : 2025-01-020 dtd. January 28, 2025  
Contract ID No. : **25688005**  
Contract Name : Supply and Delivery of Office and Janitorial Supplies  
Contract Location : DPWH-CFDEO, Aparri, Cagayan  
Procurement Mode : Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)  
COMPANY NAME :  
ADDRESS :  
TEL. N<sup>o</sup>./FAX. N<sup>o</sup>. :  
T.I.N. :

Please quote your lowest price on all the items listed, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than **10:00 o'clock of February 28, 2024** in a sealed envelope to the Procurement Unit, DPWH-Cagayan First District Engineering Office, Aparri, Cagayan and will be opened on the same day at **10:01 o'clock**.

**TERMS and CONDITIONS:**

1. All entries must be type written or legibly written.
2. Delivery Period within **5-7 calendar days upon receipt of the approved funded Purchase/Work Order**. Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA9184 shall be imposed for non-delivery without valid reason.
3. Warranty: Yes\_\_\_\_; No\_\_\_\_  
If yes, shall be for a minimum of three (3) months for supplies and materials; one (1) year for equipment from date of acceptance by the end user. **(See attached specifications for IT Equipment)**
4. Price validity shall be for a period of 30 calendar days.
5. PhilGEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. All items shall be procured as "One Lot"
7. Liquidated Damages pursuant to Sec. 68 of the Revised IRR-RA9184 shall be imposed for non-delivery without valid reason.
8. Performance bond: Yes\_\_\_\_; No\_\_\_\_
9. Incomplete quotation shall be declared non-responsive.
10. The Approved Budget Ceiling for this procurement is **Php 811,405.00**

  
**MARIO L. ALLAG**  
Officer-In-Charge  
Office of the Asst. District Engineer  
BAC Chairperson

Item No.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Airfreshener, 320 ml	20	can		
2	Albatross	10	piece		
3	Alcohol	32	gallon		
4	Ballpen, black	15	box		





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BAGONG PILIPINAS

5	Ballpen, blue	3	box		
6	BATTERY, AA , 4pcs/pack	37	pack		
7	BATTERY, AAA, 4pcs/pack	27	pack		
8	Bed, Folding	2	piece		
9	Bleach	20	gallon		
10	BOND PAPER, A3	25	ream		
11	BOND PAPER, A4	500	ream		
12	BOND PAPER, Letter	35	ream		
13	BROOM, soft (tambo)	4	piece		
14	BROOM, STICK (TING-TING)	8	piece		
15	Chair, Ergonomic	2	piece		
16	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	40	box		
17	Colored Paper, (letter sized)	2	pack		
18	Colored Paper, light green	5	pack		
19	Continuous Misting Spray Bottle (300ml)	5	bottle		
20	CORRECTION TAPE	75	piece		
21	Cutter	3	piece		
22	Date Stamp (trodat)	2	piece		
23	Detergent Powder, 1.1kg	27	pouch		
24	Dipper	1	piece		
25	Disinfectant Spray, 510grams	11	can		
26	Diswashing Liquid, 475ml	65	bottle		
27	DOORMAT, Cloth	45	piece		







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BAGONG PILIPINAS

28	DOORMAT, Rubberized	4	piece		
29	DOUBLE-SIDED TAPE	47	roll		
30	DOUBLE-SIDED TAPE (foam)	5	roll		
31	Drinking Glass	1	dozen		
32	DUCT TAPE, 48mm x 10m	31	roll		
33	DUST PAN, non-rigid plastic, w/ detachable handle	2	piece		
34	Essential Oil	3	piece		
35	Extension Cord, universal outlet with USB socket line	2	piece		
36	External CD-Writer	1	unit		
37	FABRIC CONDITIONER	25	bottle		
38	Fan, Electric	2	piece		
39	FASTENER, PLASTIC, 70mm between prongs	20	box		
40	File box	10	piece		
41	FILE TAB DIVIDER, Legal	20	pack		
42	Filing Folder (Customized)	50	piece		
43	Floor Mop (Tornado)	8	piece		
44	Floor Mop with squeezer	1	piece		
45	Folder with tab , legal	15	piece		
46	Folder, Fancy long	370	piece		
47	Folder, ISO A4	450	piece		
48	Folder, ISO legal	25	piece		
49	Fork and spoon	3	dozen		





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50	Glass Cleaner, 500ml	30	bottle		
51	Hand Liquid Soap	24	bottle		
52	Insecticide, 600ml	51	can		
53	Knife	1	set		
54	MARKER, PERMANENT, black (bullet/broad)	41	piece		
55	MARKER, whiteboard, black, felt tip, bullet type	7	piece		
56	MARKER, whiteboard, red, felt tip, bullet type	4	piece		
57	Multi-Layer File Tray, 3 layers	1	piece		
58	Multi-Layer File Tray, 6 layers	1	piece		
59	Mylar Pen	8	piece		
60	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	37	pad		
61	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	15	pad		
62	PHOTO PAPER, A4, 180 gsm	57	pack		
63	Plates (medium)	1	dozen		
64	Post-it (sign here caption)	15	pad		
65	PUNCHER, paper, heavy duty, with two-hole guide	9	piece		
66	Purifier, Air	1	unit		
67	Push Pin	1	box		
68	RAGS, all cotton, bundle	10	bundle		







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69	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	25	book		
70	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	35	book		
71	RECORD BOOK, tablet size, 135 x 210mm, 200 pages	35	book		
72	RUBBER BAND, 70mm min lay flat length (#18)	1	box		
73	RULER, plastic, 12 inches	3	piece		
74	RULER, plastic, 24 inches	5	piece		
75	SCISSORS, symmetrical, blade length: 65mm min	15	pair		
76	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	16	box		
77	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	4	box		
78	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	2	box		
79	Sponge	27	pack		
80	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	1	piece		
81	Staple Wire Remover (plier type)	8	piece		
82	STAPLER, STANDARD TYPE	5	piece		
83	Steel wool	30	piece		
84	STICKER PAPER, 10/PACK	10	pack		
85	Strip One Touch	1	pack		
86	TAPE DISPENSER, TABLE TOP, for 24mm width tape	6	piece		





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87	TAPE, MASKING, width: 24mm (±1mm)	2	roll		
88	TAPE, MASKING, width: 48mm (±1mm)	18	roll		
89	TAPE, PACKAGING, width: 48mm (±1mm)	30	roll		
90	TAPE, TRANSPARENT, width: 24mm (±1mm)	61	roll		
91	TAPE, TRANSPARENT, width: 48mm (±1mm)	2	roll		
92	Toilet Bowl Cleaner, 900ml	26	bottle		
93	Toilet Brush	2	piece		
94	Toilet Brush Scrub	2	piece		
95	TOILET TISSUE PAPER 3-plys sheets,	33	pack		
96	Tong	5	piece		
97	Trash Can with Pedal, - 2 way opening, 20L	1	piece		
98	TWINE, CLOTH	2	piece		
99	Visitor Chair	2	piece		
100	Wall-mounted tissue paper	18	piece		
101	Water Dispenser	2	unit		
102	Wet Wipes	21	pack		
103	White Board	1	piece		
	<b>X-X-X-X-X</b>				
	<b>For use in the DPWH-CFDEO Gymnasium.</b>				





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				<b>TOTAL</b>	
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**Brand and Model** :  
**Delivery Period** :

**Warranty** :  
**Price Validity** :

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

\_\_\_\_\_  
Printed Name / Signature / Date

\_\_\_\_\_  
Tel. No./CP No. & email address  
\_\_\_\_\_

