



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**BOHOL III**  
**DISTRICT ENGINEERING OFFICE**  
Sawang, Guindulman, Bohol

Name of Procuring Entity : DPWH, Region VII Request for Quotation (P.R. No.) : 24-04-0039

Revised on : Date : 04/16/2024

Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : Section  
Planning & Design

**COMPANY NAME** : Mode of Procurement: Shopping

**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 04/22/2024 in the return envelope attached herewith, to the DPWH Bohol 3rd DEO, Procurement Office, Sawang, Guindulman, Bohol

**TERMS and CONDITIONS:**

1. All entries must be typewritten or legibly written.
2. Delivery period within 20 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. Warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent(5%) of the total contract price.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate/Mayor's Permit
6. Bidders shall submit original brochures showing certifications of the product.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **Php 200,153.50**

**GENEROSO Y. SISON JR.**  
Assistant District Engineer  
BAC Chairman

Item No.	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Bondpaper A3 (11 3/4" x 16 1/2")	50			
2	Bondpaper A4	40			
3	STAPLE WIRE No. 35	30			
4	Binder Clip 51mm	30			
5	Binder Clip 41mm	30			
6	Plastic Paper Fastener	30			
7	Scissor (Big)	10			
8	Stapler with remover heavy duty	10			
9	Double Sided Tape	10			
10	Scotch Tape Big	10			
11	Tape packaging 48mm, 50 meters length	5			
12	Construction paper (A4 white)	30			
13	Stabilo Highlighter (assorted colors)	10			
14	Tape Masking 48mm, 50meters length	10			
15	Push pins	10			
16	Sign Pen Pilot Hi-tecpoint V7RT Fine Black # .70	2			
17	Sign Pen Pilot Hi-tecpoint V7RT Fine Black # .50	2			
18	Pilot Hi-tecpoint V7RT Fine Refill Ink 0.7 Black	3			
19	Pilot Hi-tecpoint V7RT Fine Refill Ink 0.5 Black	3			
20	Mylar Film 100 microns A2 size (24" x 20m)	30			
21	Battery Size AAA2pcs/pack	5			
22	Battery Size AAA 2pcs/pack	5			
23	Battery Size (Size AA) Rechargeable - 4pcs/pack	4			
24	Battery Size (Size AAA) Rechargeable - 4pcs/pack	4			
				<b>TOTAL</b>	
	The awarding for this RFQ will be on a lump-sum basis. Prospective Suppliers must quote for all of the items.				

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.

Printed Name / Signature / Date