



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ZAMBOANGA DEL NORTE
2ND DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE IX
Sta. Isabel, Dipolog City

Name of Procuring Entity: DPWH ZN 2nd District Engineering Office

Revised on:

Standard Form/Title:

COMPANY NAME: _____

ADDRESS: _____

TEL. NO./FAX NO.: _____

Request for Quotation : **P.R. No. 24-05-096**

Date: **05/14/2024**

Office/End-User

Admin. Section

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 _____ with the return envelope attached herewith, to the BAC Secretariat for Goods, Sta. Isabel, Dipolog City.

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within ten (10) 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 from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar Days.
5. PhilGEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product, (If applicable)
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **Php50,365.48**


CHARITY D. RELLOSA

BAC Chairperson

REQUEST FOR QUOTATION

Item No.	ITEMS & DESCRIPTIONS	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Battery, AA, Alkaline, 2 pcs./packet	10	packet		
2	Battery, AAA, 1.5 volts, 2 pcs./packet	10	packet		
3	Clip, Backfold, 19mm, 12s/box	20	box		
4	Correction Tape, Usable length of 6 meters	25	pc		
5	Data Folder, ISO compliant	75	pc		
6	Folder, long, 100 pcs/box	6	box		
7	Marker Pen, permanent, black, 12s/box	2	box		
8	Marker Pen, permanent, red, 12s/box	2	box		
9	Paper, A3, multicopy, 80gsm	15	reams		
10	Puncher, heavy duty	1	unit		
11	Sign Pen, 1.0 (pls. refer with end-user's preference)	80	pc		
12	Stamp Pad Ink (purple/violet)	2	bottle		
13	Stapler, Heavy-duty	4	pc		
14	Staple Wire, No. 35	3	box		
15	White Board Marker, Black, Broad tip	12	pc		
16	White Board Marker, Blue, Broad tip	12	pc		
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X				
<i>Purpose: For use in the routinary office work in this office,</i>					
<i>consolidation for the 2nd quarter CY-2024, this district.</i>					

Brand Model: _____

Delivery Period: _____

Total Amount P -----

Warranty: _____

Price Validity: _____

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

BAC - SECRETARIAT:

Tel. No. 212 - 2538

Fax. No. (065) 212 - 2538

Printed Name/Signature/Date

Tel. No./Cellphone No./E-mail Address