



Republic of the Philippines  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
**OFFICE OF THE DISTRICT ENGINEER**  
**TARLAC SECOND DISTRICT ENGINEERING OFFICE**  
 Brgy. San Francisco Concepcion, Tarlac  
 Tel. No. (045) 925-5665

Name of Procuring Entity: <b>DPWH-Tarlac 2nd DEO</b>	Request for Quotation (PR No.) :	<b>2024-04-0044</b>
Revised on:	Date :	<b>April 22, 2024</b>
Standard Form/Title: <b>REQUEST FOR QUOTATION</b>	Office/End-User:	<b>Various Section</b>

**COMPANY NAME :**  
**ADDRESS :**  
**TEL.NO./FAX NO. :** **TIN NO.**

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 **10:00AM of MAY 28, 2024** in the return envelope attached herewith, to the BAC Secretariat, DPWH-Tarlac 2nd DEO, Brgy. San Francisco Concepcion, Tarlac.

- TERMS AND CONDITIONS:**
1. All entries must be typewritten or legibly written.
  2. Delivery period within **FORTY FIVE (45) 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 and materials; one (1) year for Equipment; three (3) years IT 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/Tax Clearance/ Certificate of Registration/Latest Income Tax Return/Bid Securing Declaration Duly Notarized and Omnibus Sworn Statement 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 **P 454,700.00- Fund 101101**

**ADELTRUDES V. CATANES**  
 BAC - Chairperson

ITEM NO.	ITEMS AND DESCRIPTIONS	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	<b>For use of various Sections</b>				
1	<b>Customized folder, A3</b>	60	piece		
	Specifications:				
	*Side lock				
	*With hard cover and cover thickness of 2.5mm or more				
	*PVC royal blue cover				
	*With rado lock ring pocket and DPWH logo on spine expansion (on upper portion of the folders)				
2	<b>Customized folder, A4</b>				
	Specifications:				
	*TOP LOCK	300	piece		
	*SIDE LOCK	70	piece		
	*thickness: 2.5 inches (same with our existing folders)				
	*With hard cover and cover thickness of 2.5mm or more				
	*With DPWH logo on spine expansion (on upper portion of the folder)				
<b>Note:</b>	The awarding of this RFQ will be on a lump-sum basis.				
	Prospective Suppliers must quote for all of the items.				
	Otherwise they will be subjected for disqualification.				

Brand and Model: \_\_\_\_\_ Warranty : \_\_\_\_\_  
 Delivery Period: \_\_\_\_\_ Price Validity: \_\_\_\_\_

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

c/o Engr. Erwin D. Salvador  
 Head, BAC Secretariat

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

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



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**ADELTRUDES V. CATANES**  
 BAC - Chairperson

ITEM NO.	ITEMS AND DESCRIPTIONS	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
3	<b>Customized Filing Cabinet</b>	1	piece		
	Dimension: 81"X86"X18" (H X W X D)				
	Materials: tube 1X2 super white, 3/16 ACP cladding				
	super white				
	*For Office of the Resident Auditor				
4	<b>Executive Chair</b>	4	piece		
	*heavy duty				
	Office of the ADE - 1				
	Administrative Section - 1				
	Maintenance Section - 1				
	Procurement Unit - 1				
5	<b>Heavy Duty Trolley Cargo Cart, fabricated</b>	2	piece		
	Dimension:				
	trolley 1 - 65cm X 90cm X 90cm (W X L X H)				
	height from wheel to base: 25cm				
	height from wheel to handle: 90cm				
	trolley 2 - 80cm X 100cm X 90cm (W X L X H)				
	height from wheel to base: 25cm				
	height from wheel to handle: 90cm				
	Materials: angular bar, tubular				
<b>Note:</b>	The awarding of this RFQ will be on a lump-sum basis.				
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 BAC - Chairperson

ITEM NO.	ITEMS AND DESCRIPTIONS	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
6	<b>Magazine file box</b>	100	piece		
	Specifications:				
	*L15 X H9 X 6 inches thick				
	*PVC royal blue				
	*with DPWH logo				
7	<b>Office Mesh Chair with Wheels</b>	12	piece		
	Office of the ADE - 1				
	Administrative Section - 4				
	Planning and Design Section - 1				
	Quality Assurance Section - 3				
	Maintenance Section - 1				
	Equipment Service Unit - 2				
8	<b>Standard Office Table for Desktop, metal</b>	3	piece		
	*3-drawer with safety lock				
	*center drawer with safety lock				
	*Off-white				
	Quality Assurance Section - 3				
<b>Note:</b>	The awarding of this RFQ will be on a lump-sum basis.				
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Brand and Model: _____	Warranty: _____
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