



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CORDILLERA ADMINISTRATIVE REGION
Engineers Hill, Baguio City



Shopping [Section 52.1 (b)]

Name of Procuring Entity: DPWH-CAR Regional Office Request for Quotation: 24GP00049

Standard Form/Title: REQUEST FOR QUOTATION Office/End user: PDD

COMPANY NAME :

ADDRESS :


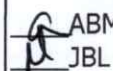
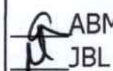
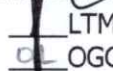
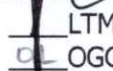
TEL. NO./FAX NO.:

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 2:00 P.M. of 17 APR 2024 in the return envelope attached herewith, to the BAC Chairman, DPWH-CAR Regional Office.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 15 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 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. For all Suppliers, the two (2) envelope system will be followed. The first envelope shall contain the following eligibility document/s:
(A) PhilGEPS Platinum Certificate (Certified Copy) or PhilGEPS Registration Number; and
(B) Mayor's Permit (Certified Copy);
The second envelope which will contain the quotation shall only be opened after the first is declared complying.
6. Bidders shall submit original brochures showing certifications of the product if applicable.
7. Please indicate the brand for each items being offered in order to evaluate conformity with specifications.
8. Suppliers must have a physical office/shop with trade name displayed and inventory of supplies / goods.
9. The approved budget ceiling for this procurement is **Php 971,250.00**
10. Source of Fund: **PDE**


EnP REX B. PADERES, MNSA
BAC Chairman
 **ABM**
 **JBL**
 **LTM**
 **OGG**

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	24GP00049 - Procurement of Various Office Supplies for use of Planning and Design Division for 2nd Quarter FY 2024				
1	A4 Bond Paper (80 gsm)	500	ream		
2	A3 Bond Paper (80 gsm)	200	ream		
3	Customized Binder (ISO) with DPWH Logo	200	pc		
4	Puncher HD w/ Dual Adjustable Paper Guide	4	pc		
5	Expanding Plastic Envelope Long 100 pcs/box	100	pc		
6	Brown Envelope Long 100 pcs/box	2	box		
7	Clear Folder (A4) 10 pcs/pack	50	pack		
8	Pencil No. 2 (12 per box)	20	box		
9	Cutter, HD	50	pc		
10	Rubber Band (Yellow, Big)	10	box		
11	Metal Ruler, 12"	50	pc		
12	"Sign Here" Sticker	100	pack		
13	Correction Tape	100	pc		
14	Transparent Tape 1"	100	pc		
15	Paper Fastener, Plastic Coated 6"	50	box		
16	Fine Line Pentel Pen 12's (Blue)	10	box		

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
17	Ball Pen (Black) Retractable	100	pc		
18	Permanent Marker, Chisel Point (Black) 12's	10	box		
19	Permanent Marker, Chisel Point (Blue) 12's	10	box		
20	Dater Stamp	5	pc		
21	Mailing Envelope (white, long) 500 pcs/box	2	box		
22	DVD-RW w/ Casing	100	pc		
23	Ink Cartridge HP 680 Black	50	pc		
24	Ink Cartridge HP 680 Tri Color	50	pc		
25	USB, 64 GB 3.0	30	pc		
26	USB, 32 GB 3.0	30	pc		
27	USB, 16 GB 3.0	30	pc		
28	USB Port Hub 3.0 (4 ports)	30	pc		
29	Optical Wired USB Mouse	30	pc		
30	Mouse Wireless 2.4G	30	pc		
31	USB Wired Computer Keyboard	20	pc		
32	Glue Gun (Fast pre-heating) 20W	5	pc		
33	Glue Sticks (12 pcs/pack)	25	pack		
34	Electric Foam Cutting Pen HD 110~220v	10	pc		
35	Uninterruptible Power Supply (650 W / 1.2 kVa)	10	unit		
36	Paper Towel (Interfold, 150 pulls)	100	pack		
37	Toilet Paper (12 rolls/pack)	10	pack		
38	Garbage Bag, HD Large (10's)	50	pack		
39	Garbage Bag, HD Medium (10's)	50	pack		
40	Car Freshener	50	pc		

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 disqualification.

Tel No. _____ Telefax: _____
 (074) 424 1018 (074) 444-8838
dpwhcarbacc@yahoo.com
 Printed Name/Signature/Date _____
 Tel. No./ Cellphone No. / E-mail Address _____