



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
LA UNION 2ND DISTRICT ENGINEERING OFFICE
San Joaquin Sur, Agoo, La Union, Region I



Name of Procuring Entity: DPWH-LUSDEO		Request for Quotation No.: 25GAF0001RFQ PR No.: PR2025-02-006			
Revised On:		Date: 02/24/2025			
Standard Form Title: REQUEST FOR QUOTATION		Office/End-User: DPWH-LUSDEO			
Company Name:					
Address:					
Tel. No./Fax No.:					
Please quote your lowest price on the item(s) 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. March 4, 2025 in the return envelope attached herewith, to the BAC-Secretariat, DPWH-La Union 2 nd District Engineering Office, San Joaquin Sur, Agoo, La Union					
<u>TERMS AND CONDITIONS:</u> 1. All entries must be typewritten or legibly written. 2. Delivery period within Thirty (30) working days upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Section 69 of the Revised IRR RA 9184 shall be imposed for non-delivery without valid reason. 3. Warranty shall be a minimum of Three (3) month for supplies and materials; One (1) year for equipment; 3 years for IT Equipment from the date of acceptance by the end-user. 4. Price validity shall be for a period of One Hundred Twenty (120) calendar days. 5. G-EPS Registration Certificate, Mayor's Permit, Income/Business Tax Return/Tax Clearance and DTI. 6. Bidders shall submit original brochures showing Certifications of the product. 7. Please indicate the brand of each item being offered. 8. The approved budget ceiling for the procurement is P 576,070.00					<p align="center">(sgd) MARIO L. LAROYA BAC Chairperson</p>
Contract ID No.: 25GAF0001RFQ					
Contract Name: PURCHASE OF COMMON OFFICE SUPPLIES FOR USE IN DPWH LUSDEO, SAN JOAQUIN SUR, AGOO, LAUNION					
Location of Contract: DPWH LUSDEO, SAN JOAQUIN SUR, AGOO, LA UNION					
Item no.	Items/Description	Quantity	Unit	Unit Price	Total Price
1	Paper, Multicopy A3 size (80 gsm)	50	Reams		
2	Paper, Multicopy Legal size (80 gsm)	80	Reams		
3	Paper, Multicopy A4 size (80 gsm)	500	Reams		
4	Sticker Paper Matte	10	pack		
5	Colored Paper 80 GSM (Green)	5	reams		
6	Folder A4	8	reams		
7	Folder Legal	8	reams		
8	Note pad, stick on (2"x3") min	30	pad		
9	Note pad, stick on (3"x3") min	50	pad		
10	Fastener	50	box		
11	Scissors 8"	20	pcs		
12	Ball Point Pen Black	100	pcs		
13	Ball Point Pen Blue	100	pcs		
14	Stapler Standard Size	25	pcs		
15	Battery AA	40	pack		
16	Clip, Backfold all metal 3/4 inch	36	box		
17	Clip, Backfold all metal 1 inch	36	box		
18	Clip, Backfold all metal 1 1/4 inch	36	box		
19	Paper Clip 33 mm	20	box		

20	Paper Clip 50 mm	20	box		
21	TAPE, TRANSPARENT, width: 2 inch	50	roll		
22	Correction Tape	60	pcs		
23	Expanded Envelope	10	box		
24	Epson Ink (003) Black	20	bottle		
25	Epson Ink (003) Cyan	15	bottle		
26	Epson Ink (003) Yellow	15	bottle		
27	Epson Ink (003) Magenta	15	bottle		
28	Epson Ink (C13T664) Black	15	bottle		
29	Universal Socket Adapter	15	pcs		
30	Computer Keyboard (USB Type)	10	pcs		
31	Detergent Powder	24	pack		
32	Fabric Conditioner	24	pack		
33	Air Freshener Fliptop	40	pcs		
34	Air Freshener Aerosole	20	bottle		
35	Toilet Tissue (12 pcs per pack)	60	Pack		
36	Tissue (interfolded)	15	pack		
37	Insecticide Aerosole	30	bottle		
38	Disinfectant Spray Aerosole	30	bottle		
39	Trash Bag XL (Black)	40	Pack		
40	Rugs Small (per Bundle)	8	bundle		
41	Rugs Floor Mat	50	pcs		
42	Alcohol 70% Solution	30	gal		
43	Mop Head	10	pcs		
44	Liquid Hand Soap (Anti Bacterial)	25	bottle		
45	Tile Brush	10	pcs		
	X-X-X-X			GRAND TOTAL	

Brand & Model: _____

Price Validity: _____

Delivery Period: _____

Warranty: _____

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

Printed Name and Signature/Date

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