

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SURIGAO DEL SUR I
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE XIII
Tandag City

Name of Procuring Entity	:	Request for Quotation (P.R. No.)	2024-11-426
Revised on	:	Date	November 29, 2024
Standard Form/Title	:	REQUEST FOR QUOTATION	Office/End-User DPWH SDS-1 DEO
COMPANY NAME	:		
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 _____ in the return envelope attached in the return envelope attached herewith, to the BAC Secretariat, DPWH 1st District Engineering Office, Tandag City, Surigao del Sur.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within **Thirty (30) 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.
4. Price validity shall be for a period of sixty (60) calendar days.
5. Philgeps Registration Certificate for Platinum Membership or Philgeps Registration Number for Red Membership, Mayor's Permit attached upon submission of the quotation.
6. Bidders shall submit 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 633,851.04**
9. Omnibus Sworn Statement FOR ABC above 50K
10. Latest Income Tax Return for ABC above 500K


MA. CECILIA A. CEDRO
Engineer III / Chief, Maintenance Section
BAC Chairperson

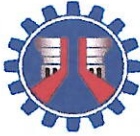
Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL PRICE
1	PAPER, MULTICOPY, 80 gsm size: 210mm x 297mm (A4)	705.00	reams		
2	Bond Paper A3	250.00	reams		
3	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	40.00	pads		
4	NOTE PAD, stick on, 76mm x 100mm (2" x 3") min	28.00	pads		
5	NOTE PAD, stick on, 3" x 3"	10.00	pads		
6	Note Pad, stick on, 38mm x 50mm (1.5" x 4") min	12.00	pieces		
7	NOTEBOOK, stenographer	10.00	piece		
8	CLIP, backfold, 32mm	3.00	boxes		
9	Binder Clip 19mm	18.00	boxes		
10	Binder Clip 32mm	30.00	boxes		
11	Binder Clip 51mm	21.00	boxes		
12	Correction Pen	8.00	pieces		
13	ENVELOPE, DOCUMENTARY, for A4 size document	1.00	box		
14	ENVELOPE, mailing, White	3.00	boxes		
15	FASTENER, metal, non-sharp edges	25.00	boxes		
16	MARKER, permanent, black, bullet type	13.00	boxes		
17	PAPER CLIP, vinyl/plastic coated, 48mm	11.00	boxes		
18	RUBBER BAND, No. 18	1.00	box		
19	PUNCHER, paper, heavy duty	18.00	pieces		
20	GLUE, all purpose	10.00	jars		
	The awarding for 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.				
	(Total Amount in Words)				

Purpose: For use in the DPWH SDS-I DEO (4th Quarter 2024)

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



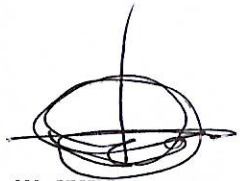
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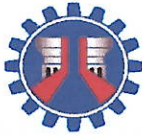
Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL PRICE
21	STAPLE WIRE, standard	24.00	boxes		
22	TAPE, ELECTRICAL, 18mm x 16M min	5.00	rolls		
23	TAPE, masking, 24mm	16.00	rolls		
24	TAPE, packaging, 48mm	22.00	rolls		
25	TWINE, plastic	2.00	rolls		
26	STAPLER, standard type	12.00	pieces		
27	Folder Pressboard (Legal)	30.00	pieces		
28	White Folder Tagboard (Legal)	8.00	packs		
29	Number Band Stamp (12 digits)	2.00	pieces		
30	Archive Folder, Blue (w/ DPWH Logo)	630.00	pieces		
31	Ballpen, Black (0.3mm needle tip)	40.00	boxes		
32	Ballpen, Blue (0.3mm needle tip)	6.00	boxes		
33	SIGN PEN, Black, liquid/gel ink, 0.5mm needle tip (12pcs/box)	34.00	boxes		
34	SIGN PEN, Blue, liquid/gel ink, 0.5mm needle tip (12pcs/box)	8.00	boxes		
35	0.5mm (Sign pen Refill)	3.00	boxes		
36	0.3mm (Sign pen Refill)	5.00	pieces		
37	Calculator, scientific	4.00	pieces		
38	Double Adhesive Tape 1/2"	4.00	rolls		
39	Double Adhesive Tape 1"	9.00	pieces		
40	Double Sided Tape	8.00	rolls		
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FOR : **MA. CECILIA A. CEDRO**
Engineer III / Chief, Maintenance Section
BAC Chairperson

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41	Duct Tape	10.00	rolls		
42	Sticky Notes, Sign Here	16.00	packs		
43	Data File Box	30.00	pieces		
44	Photopaper Double Sided (Glossy Paper)	50.00	packs		
45	Sticky Glossy Photo Paper	30.00	packs		
46	PaperBoard (Specialty Board A4 size)	7.00	packs		
47	Laminating Film 285mm / 50mm	1.00	rolls		
48	PVC Plastic Cover, A4 size	30.00	sheets		
49	Marker, White Board, Black (Broad)	30.00	pieces		
50	White board (2 ft. x 1.5ft)	14.00	pieces		
51	Paste	4.00	jars		
52	DISINFECTANT SPRAY, aerosol type	13.00	cans		
53	INSECTICIDE, aerosol type	4.00	cans		
54	BROOM, soft, tambo	10.00	pieces		
55	BROOM, stick, ting-ting	10.00	pieces		
56	CLEANER, toilet and urinal	41.00	bottles		
57	CLEANSER, scouring powder	30.00	cans		
58	DETERGENT POWDER, all-purpose, 1kg	19.00	packs		
59	DUST PAN, non-rigid plastic	8.00	pieces		
60	MOPHANDLE, heavy duty, screw type	8.00	pieces		
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