



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**LAGUNA 2ND DISTRICT ENGINEERING OFFICE**  
Los Baños, Laguna, Region IV-A



Name of Procuring Entity: <b>DPWH-LAGUNA II DEO</b>		Request for Quotation (PR No. ) : <b>2024-03-015</b>	
Revised on:		Date: <b>March 15, 2024</b>	
Standard Form/Title: <b>REQUEST FOR QUOTATION</b>		Office/End-user: <b>Administrative Section</b>	
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 **9:00 A.M. of April 19, 2024** in the return envelope attached herewith.

**TERMS AND CONDITIONS:**

- 1 All entries must be typewritten or legibly written.  
Delivery period within **Forty (40)** 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 imposed for non-delivery without valid reason.
- 2
- 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/Tax Clearance/DTI/SEC** shall be attached upon submission of the quotation.
- 6 Bidders shall submit original brochures of the product.
- 7 Indicate the brand for each items being offered.
- 8 RFQ can be submitted in person or thru registered mails, facsimile or authorized email.
- 9 The approved budget ceiling for this procurement is **P 527,069.40**

  
**DWIGHT JOHN B. ASTOM**  
BAC Chairperson

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1384	NPG-67 (Black)	10	Toner		
1385	NPG-67 (CYAN)	7	Toner		
1386	NPG-67 (MAGENTA)	7	Toner		
1387	NPG-67 (YELLOW)	7	Toner		
	<b>AMOUNT IN WORDS:</b>			<b>Total Amount</b>	

--	--	--	--	--	--

Purpose: **Furnishing and delivery of IT Supplies for Canon C3830i copying/printer machine, for 2nd Quarter to be used at DPWH Laguna 2nd District Engineering Office Brgy. Bambang, Los Baños, Laguna**

Delivery Period: \_\_\_\_\_ Warranty: \_\_\_\_\_  
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.

Tel No & Telefax No. : (049) 310-9466

Printed Name/ Signature/ Date

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



Website: [www.dpwh.gov.ph](http://www.dpwh.gov.ph)  
Tel. No(s): (049) 310 9466

