



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



Ivan

Name of Procuring Entity: <b>DPWH-LAGUNA 2<sup>ND</sup> DEO</b>		Request for Quotation (PR No.):	<b>2025-03-023</b>
Revised on:		Date:	<b>March 12, 2025</b>
Standard Form/Title:	<b>REQUEST FOR QUOTATION</b>		
COMPANY NAME :			
ADDRESS :			
TEL. NO./FAX NO. :			
		Office/End-user:	<b>Administrative Section</b>
		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 March 19, 2025** in the return envelope attached herewith.

**TERMS AND CONDITIONS:**

- 1 All entries must be typewritten or legibly written.
- 2 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.
- 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 967,010.00**

**JANNE P. GARCIA - ROSALES**  
BAC-Vice Chairperson

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	<b>Canon IR-ADV 3830i</b>				
2263	Fixing Unit (Part No. FM1-Y640)	2	pcs		
2264	Developing Unit (BK) (Part No. FM1-B267)	4	pcs		
2265	Developing Unit (C) (Part No. FM1-B264)	4	pcs		
2266	Developing Unit (M) (Part No. FM1-B265)	4	pcs		
2267	Developing Unit (Y) (Part No. FM1-B266)	4	pcs		
2353	Drum Unit	4	pcs		
2268	Waste Toner (WT-202)	4	pcs		
2354	Pickup Roller Unit	4	pcs		
2355	Separation Unit	4	pcs		
	<b>AMOUNT IN WORDS:</b>				
				<b>Total</b>	

Purpose: **Furnishing and Delivery of IT Supplies (Parts) for Canon IR-ADV 3830i 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) 557-2315

Printed Name/ Signature/ Date

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