



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**IFUGAO 1<sup>st</sup> DISTRICT ENGINEERING OFFICE**  
Lagawe, Ifugao, Cordillera Administrative Region



Name of Procuring Entity: <b>IFDEO, Lagawe</b>	Request for Quotation (P.R. No.): <b>PR2024-04-019</b>
Revised on :	Date Prepared : <b>April 5, 2024</b>
	Office/End-User : <b>DPWH-IFDEO</b>
Standard Form/Title : <b>REQUEST FOR QUOTATION for the Supply and delivery of office supplies for use of this Office, IFDEO, Lagawe, Ifugao</b>	
<b>COMPANY NAME :</b>	
<b>ADDRESS :</b>	
<b>TEL. NO./FAX No. :</b>	<b>TIN :</b>

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 **APR 09 2024** In the return envelope attached herewith, to the BAC Office, Ifugao First District Engineering Office, Lagawe, Ifugao.

**TERMS and CONDITIONS :**

- All entries must be typewritten or legibly written.**
- Delivery period within 15 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.
- 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.**
- Price validity shall be for a period of sixty (60) calendar days.**
- G-EPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.**
- Bidders may submit quotations, brochures and other requirements through electronic means. The Financial Bid shall be password protected to ensure confidentiality.**
- Please indicate the brand for each items being offered.**
- Please specify brand name otherwise, bids will not be accepted**
- 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**
- The approved budget ceiling for this procurement is Php. 521,960.00**

**MICHAEL F. MARTIN**  
Chief, Construction Section  
BAC Chairperson

\_\_\_\_\_ JNT  
\_\_\_\_\_ JMCP  
\_\_\_\_\_ JDV  
\_\_\_\_\_ MAT

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1.	EPSON Ink 001- Black	40	bottle		
2.	EPSON Ink 001- Cyan	38	bottle		
3.	EPSON Ink 001- Magenta	38	bottle		
4.	EPSON Ink 001- Yellow	38	bottle		
5.	EPSON Ink 003- Black	40	bottle		
6.	EPSON Ink 003- Cyan	35	bottle		
7.	EPSON Ink 003- Magenta	35	bottle		
8.	EPSON Ink 003- Yellow	35	bottle		
9.	EPSON Ink 008- Black	50	bottle		
10.	EPSON Ink 008- Cyan	47	bottle		
11.	EPSON Ink 008- Magenta	47	bottle		
12.	EPSON Ink 008- Yellow	47	bottle		
13.	HP- Black GT53	10	bottle		
14.	HP- Yellow GT 52	5	bottle		
15.	BT-D60BK	45	bottle		
16.	BT-5000 Cyan	33	bottle		
17.	BT-5000 Magenta	33	bottle		
18.	BT-5000 Yellow	33	bottle		
19.	Canon- PIXMA CL-810- Black	7	pc		
20.	Canon- PIXMA CL-811- Colored	5	pc		
21.	Canon- PIXMA- 790- Black	20	pc		
22.	Canon- PIXMA- 790- Cyan	20	pc		
23.	Canon- PIXMA- 790- Magenta	20	pc		

24.	Canon- PIXMA- 790- Yellow	20	pc		
25.	NPG- 59 Toner	5	pc		
26.	UPS, 650 va	10	pc		
					Amount in Figure:
<b>Please specify TOTAL amount in words.</b>					
<b>Brand and Model :</b> _____		<b>Warranty :</b> _____			
<b>Delivery Period :</b> _____		<b>Price Validity :</b> _____			
<p><i>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.</i></p>					
Tel. No. _____		Telefax: _____		Printed Name / Signature / Date _____	
Tel. No. / Cellphone No. / E-mail Address _____					

Website: [www.dpwh.gov.ph](http://www.dpwh.gov.ph)  
Email: [dpwh\\_ifugao@yahoo.com](mailto:dpwh_ifugao@yahoo.com)

