



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL 2ND DISTRICT ENGINEERING OFFICE
Ubay, Bohol

24-05-048

Name of Procuring Entity : Request for Quotation (P.R. No.):
Revised on : Date: **MAY 23 2024**
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User: Admin. Section

COMPANY NAME :

ADDRESS

TEL No. /FAX No :

TIN No :

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 after 10:A.M. of _____ in the return envelope attached herewith to the BAC Secretariat for Goods, DPWH Bohol 2nd Engineering District , Ubay, Bohol.

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 15 Calendar 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 for a minimum of three(3) months for supplies and materials, one year for Equipment; 3 years It Equipment from the date of acceptance by the end - user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS Registration Certificate/Mayor's Permit/DTI/Incometax Return/Omnibus Sworn Statement shall attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product.
7. Please indicate the brand of each items being offered.
8. The approved budget ceiling for the procurement is ₱ 330,850.00.

APPROVED FOR POSTING
THERESA OLIVIA F LOPOS
DISTRICT PUBLIC INFORMATION OFFICER
SIGNATURE:
DATE:

MARTIN A. PELARADA
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Brother Ink, BT 5000- Magenta, 48.4ml	3	tube		-
2	Brother Ink, BT 5000- Yellow, 48.8ml	3	tube		-
3	Brother Ink, BT D60 - Black, 108ml	3	tube		-
4	Brother Ink, BT 5000- Cyan, 48.8ml	3	tube		-
5	Epson Ink, 003 Black, 65ml	110	tube		
6	Epson Ink, 003 Cyan, 65ml	66	tube		
7	Epson Ink, 003 Magenta, 65ml	66	tube		
8	Epson Ink, 003 Yellow, 65ml	66	tube		
9	Epson Ink, 008 Black, 127ml	28	tube		
10	Epson Ink, 008 Cyan, 70ml	9	tube		
11	Epson Ink, 008 Magenta, 70ml	9	tube		
12	Epson Ink, 008 Yellow, 70ml	9	tube		
13	Epson Ink, 664, Black, 70ml	10	tube		
14	Epson Ink, 664, Cyan, 70ml	5	tube		
15	Epson Ink, 664, Magenta, 70ml	5	tube		-
16	Epson Ink, 664, Yellow, 70ml	5	tube		
sub total -----					

Purpose: for use in DPWH Bohol 2nd DEO.(Admin. Section, Finance Section, Procurement Unit, Const. Section and Quality Assurance Section)



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APPROVED FOR POSTING

THERESA OLIVIA F LOPOS

DISTRICT PUBLIC INFORMATION OFFICER
SIGNATURE:

DATE:

MARTIN A. DELARADA
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
17	External HardDrive 1tb	2	pc		-
18	Flash Drive, 32GB OTG 3.0, Type C	2	pc		
19	Flash Drive, 64gb, USB 2.2 plug and play	8	pc		
20	HP Cartridge #680 - Black	30	cart		
21	HP Cartridge #680 - Tri-Color	30	cart		
22	HP Cartridge #678 Black	25	cart		-
23	HP Cartridge #678 Tri-Color	15	cart		-
24	Keyboard, USB Connection type	4	pcs		-
25	Maintenance Box for Epson Printer Model L6490	4	pcs		-
26	Mouse, optical, USB connection type	8	pcs		-
27	Mouse Pad	5	pcs		-
	X-----X-X-X	sub total -----			
					-
		Grand Total -----			-

Purpose: for use in DPWH Bohol 2nd DEO.(Admin. Section, Finance Section, Procurement Unit, Const. Section and Quality Assurance Section)

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 the delivery period, warranty and price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Telefax: 518-8051 / 518-8050
email: dpwhbohol2@yahoo.com

Printed Name / Signature / Date

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

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: **BOHOL 2ND DEO**
Office Location : **Ubay, Bohol**

UPDATED ANNUAL PROCUREMENT PLAN FOR FY 2024

P.R. No. ¹	Contract Package (Description)	Procurement Method	ABC ² (Fund Source)	PROCUREMENT SCHEDULE						
				Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	Common Office Supplies									
	1. Common Office Supplies	Public Bidding	6,138,822.62							
	2. Common Computer Supplies/Consumables	Public Bidding	13,172,981.90							
	3. Common Janitorials Supplies	shopping	963,860.70							
	4. Common Office Equipment	Public Bidding	4,268,569.00							
	5. IT Equipment and Software	Public Bidding	30,962,733.59							
	6. Common Electrical Supplies	Small Value	158,870.00							
	7. Service Vehicles and Equipment	Public Bidding	3,291,304.00							
	8. Fuels and Oils	Public Bidding	990,000.00							
	9. Other Categories	Public Bidding	113,793,500.77							
	INVENTORY									
	1. Inventory/Common Office Supplies	shopping	881,625.50							
	2. Inventory/Common Computer Supplies	Public Bidding	2,559,684.90							
	3. Inventory/Common Office Devices	Small Value	113,165.80							
	4. Inventory/Common Janitorials Supplies	Small Value	217,229.12							
	5. Inventory/Common Office Equipment	Small Value	151,472.00							
	6. Inventory/IT Equipment and Software	Small Value	161,200.00							
Total Budget Amount			Php	177,825,019.90						

PREPARED BY: 

PRIMITIVA E. ABAN
Procurement Engineer

RECOMMENDED BY: 

MARTINA A. BELARADA
BAC Chairman

APPROVED BY: 

FERNANDO J. TALAGSA
OIC - District Engineer

¹PR No. = Purchase Request No.

²ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMP) prepared by the Project Management Offices (PMOs) into an Annual Procurement Plan (APP). The APP shall bear the approval of the head of the procuring entity. Updating the PPMP and the consolidated APP shall be undertaken every six (6) months or as often as required by the head of the procuring entity.

Name of Office: Admin. Section
Office Location : Uday, Bot ol

PROCUREMENT SCHEDULE

[illegible]

APPROVED 3Y

FERNANDO J. TAYAGSA
OIC-District Engineer

1 PR No. = Purchase Request No.
2 Alt. = Approved Budget for the Contract

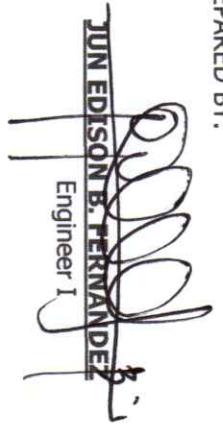
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS


Name of Office: Procurement/ADE/DE
Office Location: Bohol 2nd DEO, Ubay, Bohol


UPDATED PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2024

P.R. NO.	Contract Package (Description)	Procurement Method	1st QTR.	2nd QTR.	3rd QTR.	4th QTR.	ABC ² (Fund Source)	PROCUREMENT SCHEDULE					
								Pre-Procurement Conference (1 c.d.)	Advertisement (7c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission of Receipts of Bids (1.c.d.)	Bid Evaluation (1 c.d.)	Post Qualification (1 c.d.)
1	Common												
		1. Common Office Supplies	shopping	224,203.80	190,424.28	172,623.30	120,235.38	707,486.76					
		2. Common Computer Supplies/Consumable	shopping	214,417.50	306,525.00	30,000.00	222,800.00	773,742.50					
		3. Common Office Devices	shopping										
		4. Common Janitorial Supplies	shopping	29,548.50	10,028.50	8,397.80	1,692.80	49,667.60					
		5. Common Office Equipment	shopping										
		6. IT Equipment and Software	shopping	47,300.00	325,600.00		110,000.00	482,900.00					
7. Other Categories	shopping		157,500.00			157,000.00							
	Inventory												
	1. Inventory/Common Office Supplies	shopping	68,682.50	37,585.00	68,682.50	42,785.00	217,735.00						
	2. Inventory/Common Comp. Supplies	shopping		9,285.00	6,540.00		15,825.00						
	3. Inventory/Common Office Devices	shopping	2000	11,219.00	3,275.00		16,494.00						
	4. Inventory/Common Janitorial Supplies	shopping	9,450.00	1,550.50	3,000.00	165.00	14,165.50						
	5. Inventory/Common Office Equipment	shopping											
	6. Inventory/IT Equipment and Software	shopping	-	-	-	-	-						
Total Every QTR. -----			595,602.30	1,049,717.28	292,518.60	497,678.18	2,435,516.36						
Total Budget Amount			Php 2,435,016.36										

PREPARED BY: _____
CHECKED BY: (To be included in the DPWH Budget Proposal)
EVALUATED BY: (To be included in the DPWH Budget Proposal)


JUN EDISON B. FERNANDEZ
Engineer I


PRIMITIVA E. ABAN
Procurement Engineer


NILA B. VIRTUDAZO
Budget Officer

¹PR No. = Purchase Request No.
² ABC = Approved Budget for the Contract

Name of Office: CONSTRUCTION SECTION
Office Location : BOHOL 2ND DEO, Ubay, Bohol

PROCUREMENT SCHEDULE

[illegible]

APPROVED BY:

MARFINA PERABEA
Chief, Construction Section

NILA B. VIRTUDAZO
Budget Officer

~~DISTRICT ENGINEER~~
~~CLASS. District Engineer~~

FERNANDO J. TALAGSA
OIC- District Engineer

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: FINANCE SECTION
Office Location : Bohol 2ND DEO, UBAY, BOHOL

PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2024

P.R. No. ¹	Contract Package (Description)	Procurement Method	1st QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC ² (Fund Source)	PROCUREMENT SCHEDULE					
								Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)
	Common												
		1. Common Office Supplies	shopping	87,291.70	72,813.30	87,648.10	74,536.90						
		2. Common Computer Supplies/Consumable	shopping	262,405.00	262,405.00	254,805.00	254,805.00						
		3. Common Office Devices	shopping										
		4. Common Janitorials Supplies	shopping	16,962.60	16,962.60	16,962.60	16,962.60						
		5. Common Office Equipment	shopping	117,390.00	103,148.00	191,075.00	101,700.00						
	6. IT Equipment and Software	shopping/Public Bidding	309,500.00	556,753.90	364,100.00	216,200.00							
	INVENTORY												
		1. Inventory/Common Office Supplies	shopping	56,474.00	27,379.00	56,474.00	27,379.00						
		2. Inventory/Common Computer Supplies	shopping	23,711.60	23,711.60	23,711.60	23,711.60						
		3. Inventory/Common Office Devices	shopping	8,334.00	1,160.00	3,500.00	5,994.00						
		4. Inventory/Common Janitorials Supplies	shopping	17,095.00	1,580.00	8,378.00	1,750.00						
	5. Inventory/Common Office Equipment	shopping											
	6. Inventory/IT Equipment and Software	shopping											
TOTAL EVERY QTR. -----			899,163.90	1,065,913.40	1,006,654.30	723,039.10	-						
Total Budget Amount			3,694,770.70										

PREPARED BY: EVALUATED BY: (To be included in the DPWH Budget Proposal) RECOMMENDED BY: APPROVED BY:

 **LITO A. RECAMARAS**
Accountant III
 **NILA B. VIRTUDAZO**
Budget Officer II
 **DIONISIO S. MENDOZA**
DIO, Office of the Assistant District Engineer
 **FERNANDO J. TALASA**
OIC, Office of the District Engineer

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²ABC = Approved Budget for the Contract

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: **QUALITY ASSURANCE SECTION**
Office Location : **Ubay, Bohol**

PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2024

P.R. No.	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC ² (Fund Source)	PROCUREMENT SCHEDULE				Post-Qualification (1 c.d.)
								Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)
	Common											
	1. Common Office Supplies/Consumables	shopping	160,857.30	115,895.95	134,403.60	180,775.85	591,932.70					
	2. Common Computer Supplies/Consumables	shopping	21,285.00	113,520.00	66,220.00	66,220.00	267,245.00					
	3. Common Janitorials Supplies	shopping	28,263.80	25,035.40	23,785.40	24,271.30	101,355.90					
	4. Common Office Equipment	shopping	-	-	-	11,693.00	11,693.00					
	5. IT Equipment and Software	shopping	449,403.00	-	177,817.00	167,912.00	795,132.00					
	6. Other Categories	shopping	445,466.00	-	286,670.00	70,220.00	802,356.00					
	INVENTORY											
	1. Inventory/Common Office Supplies	shopping	59,413.50	58,352.00	58,352.00	68,057.00	244,174.50					
	2. Inventory/Common Computer Supplies	shopping	18,134.00	-	2,080.00	22,485.00	42,699.00					
	3. Inventory/Common Office Devices	shopping	11,153.80	549.50	549.50	12,084.50	24,337.30					
	4. Inventory/Common Janitorials Supplies	shopping	-	934.50	1,233.00	2,273.00	4,440.50					
	5. Inventory/Common Office Equipment	shopping	5,792.00	-	-	-	5,792.00					
	TOTAL EVERY QTR.		1,199,768.40	314,287.35	751,110.50	625,991.65	2,891,157.90					
	Total Budget Amount	Php		2,891,157.90								

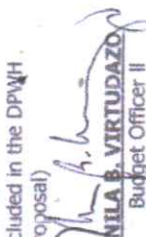
APPROVED BY

1,377,102.15

RECOMMENDED BY:

EVALUATED BY:
(To be included in the DPWH Budget Proposal)


NILA B. VIRTUDAZO
OIC-Asst. District Engineer


NILA B. VIRTUDAZO
Budget Officer II


SUSAN G. LORA
OIC- Quality Assurance Section


FERNANDO J. TALAGOSA
OIC-Office of the District Engineer

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