

## Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS **BILIRAN DISTRICT ENGINEERING OFFICE**

REGIONAL OFFICE VIII



Naval, Province of Biliran

Name of Procuring Entity: DPWH-BDEO Purchase Request (P.R. No.): 2024 - 05 - 0066 Revised on Date:

Office/End-User: PDS, Finance, Admin, Cons, QAS **REQUEST FOR Q UOTATION** 

Standard Form/Title

COMPANY NAME

TEL. NO/FAX NO. T.I.N.

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions set herein and submit to the BAC Secretariat for Gods your Quotation duly signed by you or your authorized representative prior closing time at 09:00 A.M on July 1, 2024 which opening of Bid will be conducted not later than 10:00 A.M., on the same day

## TERMS and CONDITIONS

**ADDRESS** 

1. All entries must be typewritten or legibly written.

2. Delivery period within 30 Calendar days upon receipt of the approved funded Purchase Order (PO). 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:
- 4. One year for Equipment from date of acceptance by the end user. (Three years for IT
- 5. Price validity shall be for a period of sixty (60) calendar days.
- 6. G-EPS Registration Certificate/Mayor's Permit /Tax Clearance / SPA / Company ID / Orgazitional chart / DTI / BIR Certificate of registration (COR) / ITR (if above 500 thousand approve ABC) shall be attached upon Submission of the quotation.
- 7. Statement of the prospective bidder that is not blacklisted or barred from bidding by the Government or any of its agencies, office, corporations or LGU (Sec.25 .2.iv.1,R-IRR of RA No. 9184;9.2,COA Cir.2012-001)
- 8. Sworn affidavit of the bidder that it is not related to the head of the Procuring Entity (HOPE) by consanguinity or affinity up to the third civil degree (Sec. 47, R-IRR of RA 9184; 9.2,COA Cir.2012-001)
- 9. Bidders shall submit original brochures showing certifications of the product.
- 10. Please indicate the brand for each items being offered.
- 11. The approved budget ceiling for this procurement is
- 12. To be delivered at DPWH, BDEO COMPOUND

P276,640.00

OIC Asst. District Engineer BAC, Chairperson)

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Ball pen black (0.7mm) 12 pcs./box	97	Box		
2	Brown Envelope, A4 size, 300pcs./box	1	Box		
3	Pencil w/ eraser #2	22	Box		
4	Correction pen	22	Pcs		
5	Correction tape (30Mx5mm)	232	Pcs		
6	Glue (130 grams net)	25	Bot		
7	Cutter knife big	2	Pcs		
8	Eraser mars plastic	24	Pcs		
9	Tape dispenser good quality	7	Pcs		
10	Paper clip small plastic cover coated	45	Box		
11	Paper Fastener, non sharp edge, not plastic	300	Box		
12	Clip back fold 1"25mm, 12 pcs/box	16	Box		
13	Clip back fold 30mm, 12 pcs/box	18	Box		
14	Clip back fold 50mm, 12 pcs/box	19	Box		
15	Staple Wire No. 8mm	50	Box		
16	Staple Wire No .23/10	50	Box		
17	Staple Wire No .35	100	Box		
18	3 tier paper tray (suitable for A4 and legal paper)	11	Set	,	
19	Rechargeable Battery AAA 2 pcs/packet 15%	4	Packet		
20	Rechargeable Battery AA 2 pcs/packet 15%	4	Packet		1
21	Rotary Sharpener	4	Pcs		
22	Battery AA 2 pcs/packet	17	Packet		
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Website : https://www.dpwh.gov.ph Tel No(s).: (053)500-9099 / 66020





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HIGHWAYS IG OFFICE

REGIONAL OFFICE VIII Naval, Province of Biliran

23	Battery AAA 2 pcs/packet	17	Packet		
24	Stamp pad	7	Pcs		
25	Stamp pad ink 1000 ml	1	Bot		
26	Ordinary folder legal size, 100pcs./pack	6	Pack		
27	Expanded folder A4 size, 100pcs./pack white	11	Pack		
28	Expanded folder legal size, 100pcs./pack white	3	Pack		
29	Staple Remover twin jaw	7	Pcs	1	
30	Marker Fluorescent, 3 color/set	27	Set		
31	Mechanical Pencil 0.5mm	5	Pcs		
32	Note Pad, Stick on 76mmx76mm (3"x3")	89	Pad		
33	Sign here sticky note	15	Pad		
34	Laid paper legal 20 sheet/.pack 80 GSM	15	Pack		
35	Sign Pen (0.7mm) Black 12 pcs./box	5	Box		
36	Sign Pen (0.5mm) Green 12 pcs./box	12	Box		
37	Sign Pen (1.0mm) Black 12 pcs./box Liquid Ink	3	Box		
3/	Rollerball pen 1.0mm	3	DOX		2
38	Refill (1.0mm) Black 12 pcs./box Liquid Ink	3	Box		
30	Rollerball pen 1.0mm	3	DOX		
39	Stapler # 35 w/ staple remover good quality	6	Pcs		
40	Whiteboard marker	3	Pcs		
41	Ruler 12" metal	2	Pcs		
42	Desktop Calculator 12 digits	6	Pcs		
43	Double Sided Strong Adhesive Tapes/Mounting	20	Roll		
44	Sticker paper A4 20 pcs ./ pack(compatible for	10	Pack		
45	Transparent Tape 1"	30	Roll		
46	Transparent Tape 2"	10	Roll		
47	Masking Tape 1"	10	Roll	A	
	X-X-X-X-X-X-X-X-X-X-X-X-X				
	L <sup>l</sup>				
ease	see attached complete specifications)	TOT	AL AMOUNT		

and and Model	:	
arranty	:	
livery Period	:	
ce Validity	:	
	tiliv read and accepted voll	our General Conditions, I/We quote you on the item(s) at prices noted above. If the space for Delivery Pe
		ns that I concur with the Terms and Conditions specified by DPWH.

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