



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**ROMBLON DISTRICT ENGINEERING OFFICE**  
Odiongan, Romblon, MIMAROPA Region (IV-B)



Name of Procuring Entity	: DPWH-Odiongan, Romblon	Request for Quotation	: 2024-01-014
Revised on	:	Date	: FEB 29 2024
Standard Form/Title:	: REQUEST FOR QUOTATION	Office/End-User	: PUBLIC INFORMATION OFFICE
Company Name	:		
Address	:		
Tel. No./FAX 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 later than **10:00 A.M.** of **MAR 07 2024** in the return envelope attached herewith to the BAC Secretariat for Goods.

**TERMS AND CONDITIONS:**

1. All entries must be typewritten or legibly written.
2. Delivery period within 10 WD upon receipt of the approved funded Purchase Order (PO).
3. Warranty shall be for a minimum of three (3) months for supplies & materials, one year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of one hundred twenty (120) calendar days.
5. G-EPS Registration Certificate shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product, if applicable.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **P113,311.00.**
9. Place of Delivery is **DPWH-SUPPLY UNIT.**

**WINONA F. FADEROGAYA**  
Engineer III  
Chief, Maintenance Section  
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Supply and Delivery of Office Supplies for Use in the Public Information Office, Odiongan, Romblon				
1	C2S Paper, 80 gsm A3 (50 sheets/pack)	80	pack		
2	C2S Paper, 80 gsm A3 (50 sheets/pack)	4	pack		
3	Double Adhesive Tape Foam	20	roll		
4	Tape Dispenser, Heavy Duty (1")	1	pc		
5	Tape, Trasparent, 72mm (3")	10	roll		
6	Tape Dispenser, Heavy Duty (3")	1	pc		
7	Laminator A3, Heavy Duty	1	pc		

Purpose:	For Use in Public Information Office
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Note:	Please avoid erasures on your price quotation. Any alteration shall not be considered and ground for disqualification.
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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) as 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.

Printed Name/Signature/Date