



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CAGAYAN DE ORO CITY 2ND DISTRICT ENGINEERING OFFICE
Macabalan, Cagayan de Oro City



Name of Procuring Entity : Request for Quotation (PR No. 2024-03-049) : 2024-03-019

Revised on : Date : March 13, 2024

Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User :

COMPANY NAME :

ADDRESS :

TEL. NO./FAX No. : **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 10:00 A.M. of **March 18, 2024** in the return envelope attached herewith, to the Procurement Unit, Conference Room, DPWH 2nd DEO CDOC, Macabalan, Cagayan de Oro City.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 CD 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.
3. 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.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product .
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is P 994,400.00

NOEL B. ALFONSO
BAC Chairman

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.

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Heavy Duty Multi-function Copier	1	unit		
	(Technical specification attached)				
	xx				
	xx				

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 Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.