



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**ILOCOS SUR 2<sup>ND</sup> DISTRICT ENGINEERING OFFICE**  
Brgy. Calaoa-an, Candon City, Ilocos Sur, Region I

Name of Procuring Entity:	DPWH Ilocos Sur 2 <sup>nd</sup> DEO	Request for Quotation	No. 007-2025
Revised on		Date	March 12, 2025
Standard Form/Title	<b>REQUEST FOR QUOTATION</b>	Office/End-user	Administrative Section
Company Name			
Address			
Tel. No./Fax no.		TIN	

Please quote your lowest price on the items below, subject to the terms and conditions stated below and submit your quotation duly signed by you or your authorized representative not later than **10:00 AM on March 17, 2025** to the BAC Secretariat, Office of the Procurement Unit, 2<sup>nd</sup> Floor, DPWH Ilocos Sur 2nd District Engineering Office, Candon City, Ilocos Sur or email on [bac\\_ised2@yahoo.com.ph](mailto:bac_ised2@yahoo.com.ph) with password protected and shall be read immediately thereafter.

**Terms and Conditions:**

- All entries must be type written or legibly written.
- Delivery period is **30 days** upon receipt of the approved funded Purchase Order (P.O.). Administrative Penalties pursuant to Section 69 of the Revised IRR of RA 9184 shall be imposed for non-delivery without valid reason.
- Warranty shall be for a minimum of **three (3) months for supplies and materials; one (1) year for equipment; one (1) year for IT equipment**, from date of acceptance by end-user.
- Price validity shall be for a period of thirty (30) calendar days.
- Updated PhilGEPS Registration Certificate (Red/Platinum Membership), Updated Business Permit, Tax Clearance Certificates, Income Tax Return of the preceding year filed and paid thru the BIR Electronic Filing and Payment System (EfPS), DTI Certificate of Business Name Registration and BIR Registration Certificate shall be attached upon submission of the quotation. Bidders shall submit three (3) copies of these-signed and /or stamped certified true copy of the original.
- Bidders shall submit original brochures showing certification of the product. (if applicable)
- Bidders shall submit Omnibus Sworn Statement as per Annex H of the Revised IRR of RA 9184.
- Please indicate the brand of each item being offered.
- The Approved Budget ceiling for this procurement is **P389,618.53**
- All Documents to be submitted must be signed by the bidder.**

  
**PIO R. PERILLA**  
BAC Chairperson

**Note:**

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.	Item & Description	Qty.	Unit	Unit Price	Total Price
	Refer at the back...				
	<b>TOTAL</b>				

**Purpose: For use in this office**

Brand/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 noted 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

Item No.	Item & Description	Brand/Model	Qty.	Unit	Unit Price	Total Price
1	Envelope, Documentary, 10"x15"		500	Pcs		
2	Detergent Powder 1.1kg		10	Pouches		
3	Pencil w/ eraser		72	Pcs		
4	Tape, Transparent 1"		50	Rolls		
5	Bond Paper A3		100	Reams		
6	Rewriteable CD		50	Pcs		
7	Rubber Band #13 400grams		5	Boxes		
8	Marking Pen Whiteboard, Blue		12	Pcs		
9	Ballpen, Black		60	Pcs		
10	Stape Wire Remover, Plier Type		5	Pcs		
11	Duct Tape 2"		10	Rolls		
12	Scissors		20	Pairs		
13	Air Freshener 500mL		50	Canister		
14	Tape, Electrical		10	Rolls		
15	Ink Refill, Epson, Yellow #664		10	Bottles		
16	Trashbag, Plastic, Small		30	Packs		
17	Liquid Soap		20	Bottles		
18	Epson Standard Black Ink T9731		5	Pcs		
19	Epson Standard Cyan Ink T9732		5	Pcs		
20	Epson Standard Magenta Ink T9733		5	Pcs		
21	Epson Standard Yellow Ink T9734		5	Pcs		
22	Epson Machine Maintenance Box		5	Boxes		
23	Rag, Cotton 8" Dia.		20	Kilo		
24	Folder, Pressboard, Legal		100	Pcs		
25	Glue, All-Purpose 300 grams		12	Bottles		
26	Envelope, Expanding, Plastic, Legal		50	Pcs		
27	Trashbag, Plastic, Large		100	Packs		
28	Ink Refill Epson, Black #644		20	Bottles		
29	Ink Refill, Black, 1ltr		5	Bottles		
30	Record Book, 150pages, Small		100	Pcs		
31	Mop with Spinner Wet & Dry		5	Sets		
<b>TOTAL</b>						

**Purpose: For use in this office**

Brand/Model: \_\_\_\_\_

Warranty: \_\_\_\_\_

Delivery Period: \_\_\_\_\_

Price Validity: \_\_\_\_\_

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Printed Name/Signature/Date