



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**SOUTH COTABATO 1ST**  
**DISTRICT ENGINEERING OFFICE**  
REGIONAL OFFICE XII  
Tindalo St., Balite, Brgy. Lagao, General Santos City

Name of Procuring Entity : DPWH So. Cot. 1ST , DEO, GSC Request for Quotation PR No: 2025-03-073-049

Revised on : Date : March 26, 2025

Standard Form/Title : REQUEST FOR QUOTATION (Small Value Procurement) Office/End - User : Construction Section

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 representative not later than 10:00 A.M. Of April 3, 2025 in the return envelope attached herewith to Procurement Office of Department of Public Works and Highways South Cotabato 1st District Engineering Office, Tindalo St., Balite, Brgy. Lagao, General Santos City.

**TERMS and CONDITIONS:**

1. All entries must be typewriter 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 Number, Mayor's/Business Permit, Income/Business Tax Return and Omnibus Sworn Statement 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 per lot.

**(SGD)ADRIANO N. NOGODULA III**  
OIC-Assistant District Engineer  
BAC Chairperson

Stock/ Property No.	ITEMS & DESCRIPTION	ABC	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	<b>Supply and Delivery of Office Equipment (LOT A- Photocopier) for use in the operation of Construction Section of DPWH South Cotabato 1st DEO, General Santos City.</b>	<b>582,400.00</b>				
	<b>LOT A</b>					
OE-035	Photocopier, Printing: Print Head/Inkjet; Nozzle Configuration: 800 nozzles each colour (Black, Cyan, Magenta, Yellow); Max. Resolution: atleast 4,800 x 1,200 dpi (w/ variable-sized droplet technology); Print Speed: Approx. 35 ppm; Memory: atleast 3,072 MB; Max. Monthly Duty Cycle: 75,000 pages per month; Copy Speed: A4 Simplex Flatbed atleast 23ipm, A4 Simplex ADF atleast 21ipm, A4 Duplex ADF atleast 15ipm; Scanning: Flatbed, ADF Simplex, ADF Duplex, 200 dpi (Mono: atleast 4.0 sec /25ppm/45ipm, Colour: atleast 5.0sec/25ppm/45ipm); ADF Function: atleast 52-128g/m3, atleast 50 sheets (80g/m3), auto 2-sided scan/copy; 3 Trays		2	unit		

**Total Amount in Figures Php:**

**Total Amount in Words:**

	<b>Supply and Delivery of Office Equipment (LOT B) for use in the operation of Construction Section of DPWH South Cotabato 1st DEO, General Santos City.</b>	<b>106,658.75</b>				
	<b>LOT B</b>					
OE-043	Aircon split type, 2HP with loft installation		1	unit		
OE-046	Oven Toaster (14.0L)		1	unit		

OE-045	Rice Cooker (23 cups) Heavy Duty		1	unit		
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OE-032	Microwave Oven, 20 liters, 0.7 cubic feet		2	unit		
OE-047	Ceramic Cooker (1 Burner)		1	unit		
OE-020	WATER DISPENSER (WDS-22BL) <ul style="list-style-type: none"> <li>• Bottom load water dispenser</li> <li>• 3 Faucets: Hot, Cold and Normal water function</li> <li>• 3-Push Button dispensing control</li> <li>• Anti-scald safety lock switch</li> <li>• Child Lock Safety feature on Hot Water Faucet</li> </ul>		1	unit		

Total Amount in Figures Php:						
Total Amount in Words:						
The awarding for this RFQ will be on a Lot basis.			Please specify brand name otherwise, bids will not be accepted.			

Brand and Model

Delivery Period

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.

c/o ADRIANO N. NOGODULA III  
 BAC Chairperson  
 DPWH, South Cotabato 1st DEO, General Santos City

Printed Name / Signature / Date

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

