Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ILIGAN CITY DISTRICT ENGINEERING OFFICE
Region X
Seminary Drive, Del Carmen, Iligan City

Name of Procuring Entity: **DPWH-Iligan City DEO**	Request for Quotation : 2024-03-0034
Revised on:	Date: March 9, 2024
Standard Form/Title: **REQUEST FOR QUOTATION**	Office/End-User: Maintenance 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 by your representative not later than 2:00 pm of **March 12, 2024** the return envelope attached herewith, to the BAC Secretariat, Iligan City District Engineering Office, Seminary Drive, Del Carmen, Iligan City.

AL-HUSSEIN T. MACARAMBON
BAC Chairman

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within **thirty (30) c.d.** 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 (1) year for Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. Attach Certified True Copy of PhilGeps Registration Number,Mayor's Permit and **Omnibus Sworn Statement (if ABC is above 50K),Income/Business Tax Return if ABCs above P500K.**
6. The Approved budget ceiling for this procurement is **P 62,690.00**
7. RFQ must be signed by an authorized signatory.
8. Bidders shall submit original brochures of the product (if applicable)
9. Please indicate the brand for each items being offered.
10. Bidder/s shall submit sealed quotation.
11. All interested suppliers must submit their respective request for Quotation personally at DPWH-Iligan City DEO.

Supplier must quote for all of the items. Any erasure, correction or alteration made by the Supplier in any of the items shall render the bid non-complying, hence, a ground for disqualification.

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Field Book	50	Pcs.		
	Expanded Envelope (Long)	100	Pcs.		
	Folder (White Long)	100	Pcs.		
	White Board (.60 cm x .45cm)	10	Pcs.		
	White Board Marker (Black and Blue)	50	Pcs.		
	White Board Eraser	10	Pcs.		
	Scotch Tape 1"	30	Roll		
	Paper Fastener	50	Box		
	Folder (A4)	50	Box		
	Brown Envelope (Long)	50	Pcs.		
	Paper Clip (Small)	30	Box		
	Paper Clip (Big)	50	Box		
	Stapler (Heavy Duty)	10	Pcs.		
	Staple Wire (No.35)	20	Box		
	Puncher (Heavy Duty)	10	Pcs.		
	Metal Binder Clip (No.2" & 1")	100	Pcs.		
	Nothing Follows				
	TOTAL AMOUNT				
	Please write total amount in words				
	Please specify brand name, if applicable.				

Notes:
1. Specifications of main equipment must be indicated or reflected in the original brochure, manual or technical papers that can be downloaded or reflected in the website of the manufacturer.
2. Accessories shall be noted "complied" on the bidding documents and shall be checked for compliance upon delivery.
3. Other Requirements shall be supported by Certificate/s or Documents supporting its compliance.
4. All technical specifications issued prior to the date of this issuance are considered invalid/obsolete.

P.R. No.: 2024-03-0042 Purchase of Office Supplies for use at Maintenance Section.

Brand and Model: _____
Delivery Period: _____
Warranty: _____
Price Validity: _____

After having carefully read and accepted your General Conditions, I / We quote you in 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.

_____
Printed Name/Signature/Date

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

BAC-Secretariat:
Email: dpwh.ilgcdeo@gmail.com