



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
REGIONAL OFFICE NO. IV-A

Canlubang Interchange, Brgy. Mayapa, City of Calamba, Laguna



Name of Procuring Entity :	Request for Quotation (P.R. No.):	2025-03-0011
Revised on	Date:	March 5, 2025
Standard Form/Title	Office/End-User:	ADMIN
COMPANY NAME	Mode of Procurement:	Small Value Procurement
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 10, 2025** in the return envelope attached herewith.

**TERMS and CONDITIONS :**

- All entries must be typewritten or legibly written.
- Delivery period **seven (7) Calendar Days** or 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
- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/Income/Business Tax Return(For ABCs above Php500k)/Omnibus Sworn Statement (For ABCs above Php50k) shall be attached upon submission of the quotation enclosed with Brown Envelope.  
**(CERTIFIED TRUE COPY)**
- Please indicate the brand for each items being offered.
- In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Department shall adopt and employ "Toss Coin or Draw Lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005
- The approved budget ceiling for this procurement is **Php 349,800.00**

SIGNATURE REDACTED

**ATTY. CHERYLL C. ANTONIO-DAVID**

Chief, Administrative Division  
BAC Vice - Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	<b>Kits and Shirt for 8th Coordination Meeting for Legal Service and Right-of-way Acquisition and Legal Division on April 1-4, 2025</b>				
1	BACK PACK - nylon, sports outdoor bag, dark blue, size (H)50cm x (W)40cm	120	piece		
2	SIGN PEN - Color blue, 0.7mm needle tip	120	piece		
3	WET WIPES - 30 sheets/pack	120	pack		
4	TISSUE - 2ply, 40pulls/pack	120	pack		
5	ETHYL ALCOHOL - 70%, 50ml spray	120	bottle		
6	TUMBLER - 500ml/160oz with straw, lid & handle, black	120	piece		
7	BANDANA (SPORTS HEADBAND) - red, blue, green, yellow, orange, purple, pink, black 15 pcs each color	120	piece		
8	NOTEBOOK spiral, min. 200 sheets, hard cover, black with pen	120	piece		
9	CAP - dark blue with DPWH logo at the back	120	piece		
10	SUBLIMATION POLO SHIRT	120	piece		
11	ID LACE, (W)1" x (L) 20"	120	piece		
		<b>TOTAL AMOUNT</b>			

Purpose: Purchase of Kits and Shirt for 8th Coordination Meeting for Legal Service and Right-of-way Acquisition and Legal Division on April 1-4, 2025

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 Conditons specified by DPWH Region IV - A.

0956-7333-060

[procurement\\_r4a@dpwh.gov.ph](mailto:procurement_r4a@dpwh.gov.ph)

**DPWH REGION IV-A-Procurement Unit**

Printed Name / Signature / Designation / Date

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