



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE II
Dalan na Pavvurulun, RGC, Carig Sur, Tuguegarao City, Cagayan



Procuring Entity : DPWH – Regional Office II
Standard Form/Title : **REQUEST FOR QUOTATION**
Revised on :
COMPANY NAME :
ADDRESS :
CONTACT NUMBER :
T.I.N. :
RFQ No. : **2025-03-028**
Date : March 20, 2025
Office/End User Unit : Administrative Division

Please quote your lowest price on all the items listed, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative **not later than 10:00 A.M. on March 25, 2025**, in a sealed envelope to the Procurement Unit, DPWH Regional Office II, Tuguegarao City, Cagayan and will be opened on the same day at **10:00 AM**.

TERMS and CONDITIONS:

1. All entries must be type written or legibly written.
2. Delivery period within **30** calendar days upon receipt of the approved funded Purchase Order. Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three (3) months for supplies and materials; One (1) year for Equipment from date of acceptance by the end user.
4. Price Validity shall be for a period of **30 calendar days**
5. Documentary Requirements shall be attached upon submission of the quotation.
6. All items shall be procured as "One Lot"
7. Liquidated Damages pursuant to Sec. 68 of the Revised IRR-RA9184 shall be imposed for non-delivery without valid reason.
8. Performance Bond: Yes ☐; No ☒
9. Incomplete quotation shall be declared non-responsive.
10. You may submit your Quotation and Requirements through casem.hilario@dpwh.gov.ph or capelo.kristel@dpwh.gov.ph


BERNARD T. CALABAZARON
Chief, QAH Division
BAC Chairperson

Approved Budget Ceiling: ₱299,750.00

Mode of Procurement: Small Value Procurement

Documentary Requirements			
Mayor's Permit :	/	PhilGEPS Reg. No. or Reg. Certificate :	/
DTI/SEC :	/	Income/ Business Tax Return :	N/A
Tax Clearance Certificate :	/	Omnibus Sworn Statement :	/

Item No.	Item Description	Brand & Model	Quantity	Unit	Unit Cost	Total Cost
1	ISO Folder, A4		574	pcs		
2	ISO Folder, Legal		624	pcs		
	x-x-x-x-x-x					
	For use in DPWH RO-II					
TOTAL						

Delivery Period : _____ Price Validity : _____
Warranty : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item 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 Regional Office II.

Name & Signature of Supplier: _____
Date: _____
Contact Number: _____