



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. : **2025-03-034**
Date : March 12, 2025
Office/End User Unit : Planning & Design 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 17, 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 A.M.

TERMS and CONDITIONS:

1. All entries must be type written or legibly written.
2. Delivery period within ____ 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/capelo.kristel@dpwh.gov.ph

HEIRRIDGE KEVIN N. DE LEON
Chief, ROWAL Division
BAC Vice Chairperson

Approved Budget Ceiling: ₱72,000.00

Mode of Procurement: Shopping

| 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 : | N/A |

| Item No. | Item Description | Brand & Model | Quantity | Unit | Unit Cost | Total Cost |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------|------|-----------|------------|
| 1 | Meals (2 snacks AM & PM and 1 Lunch) | | 120 | pax | | |
| | Charged to: SR2025-02-005163 | | | | | |
| | March 26, 2025-60 pax | | | | | |
| | March 27, 2025-60 pax | | | | | |
| | X-X-X-X-X | | | | | |
| | For use during the conduct of (Batch 1 & 2) Lecture on " Prioritizing Mental Health of Women in the workplace" on March 26 & 27, 2025 | | | | | |
| 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: _____