



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE IX
Veterans Avenue Extension, Tetuan, Zamboanga City



Name of Procuring Entity :	DPWH, Regional Office IX, Z.C.	Request for Quotation (P.R. No.) :	24-10-214
Revised on:		Date :	December 3, 2024
Standard Form/Title :	REQUEST FOR QUOTATION		Office/End-User : RPMO
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 10:00 A.M. of _____ in the return envelope attached herewith, to the Procurement Unit, DPWH Regional Office IX, Veterans Avenue Extension, Tetuan, Zamboanga City.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written
2. The delivery period **within 30 calendar days** 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 Certificate/Mayor's Permit/DTI/ Omnibus Sworn Statement (for above 50,000.00), Tax Clearance 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 Php **480,982.00**


SORAYAH M. IBRAHIM, CESO IV
Assistant Regional Director
BAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Fluorescent Lamp, tubular, T8, LED, 24W, 1200mm, cool white	5	unit		
2	Extension wire, 5 gang with switch, 250V, 2500W, 1.8m long	3	pcs		
3	External Hard Drive, 1TB portable, USB 3.0	1	pc		
4	Flash Drive, metal, 64GB	6	pcs		
5	Bond Paper, Long	130	ream		
6	Bond Paper, A4	190	ream		
7	Bond Paper, A3	2	ream		
8	Record Book, 500 sheets, 7" x 11.25"	15	pcs		
9	Record Book, 300 sheets, 7" x 11.25"	15	pcs		
10	Yellow Pad Paper, High quality, 8.5" x 13", 80 leaves	10	pad		
11	Original HP CF276A (HP 76A) HP Laser Jet Toner	1	pc		
12	Ink, Epson, 003, Black	40	bottle		
13	Ink, Epson, 003, Cyan	20	bottle		
14	Ink, Epson, 003, Magenta	20	bottle		

15	Ink, Epson, 003, Yellow	20	bottle		
16	Ball Pen, Black, 0.5, 50/box	100	pcs		
17	Ball Pen, Blue, 0.5, 50/box	50	pcs		
18	Ball Pen, Red, 0.5, 50/box	50	pcs		
19	Gel Ink Pen, Black, 0.5, 12/box	25	box		
20	Gel Ink Pen, Black, 0.3, 12/box	25	box		
21	Gel Ink Pen, Blue, 0.5, 12/box	20	box		
22	Gel Ink Pen, Blue, 0.3, 12/box	10	box		
23	Sign Pen, Black, V5 Grip, 0.5, 12/Box	20	box		
24	Sign Pen, Blue, V5 Grip, 0.5, 12/Box	20	box		
25	Expanding Envelope, 0.22 thick, with string and eyelet, Legal, 100pcs/box	2	box		
26	Expanded Folder, pressboard, color Blue, Legal, 100pcs/box	3	box		
27	Folder, tagboard, white, legal, 100pcs/box	2	box		
28	Folder, tagboard, white, A4, 100pcs/box	2	box		
29	Binder Clip, 50mm	10	box		
30	Binder Clip, 32mm	10	box		
31	Binder Clip, 25mm	10	box		
32	Binder Clip, 19mm	20	box		
33	Binder Clip, 15mm	20	box		
34	Paper Clip, 33mm	20	box		
35	Paper Clip, 50mm	25	box		
36	Sticker Paper, Glossy, High quality, 10sheets	30	pack		
37	Photo Paper, Glossy, 180 gsm, 20sheets	30	pack		
38	Adhesive Tape, Transparent, 1/2"	10	pcs		
39	Adhesive Tape, transparent, 3/4"	20	pcs		
40	Adhesive Tape, transparent, 1"	20	pcs		
41	Adhesive Tape, transparent, 2"	10	pcs		
42	Paper Masking Tape, 1"	20	pcs		
43	Paper Masking Tape, 1/2"	20	pcs		
44	Double sided tape, 1/2"	10	pcs		
45	Sticky Notes, 3"x4"	15	pad		
46	Sticky Notes, 3"x3"	20	pad		
47	Sticky Notes, 2"x3"	20	pad		
48	Sticky Notes, 0.6"x2"	10	pad		
49	Sticky Notes, Arrow-Sign Here, 0.5"x1.7"	5	pad		
50	Marker, permanent, broad, black	30	pcs		
51	Marker, permanent, fine, black	20	pcs		
52	Clipboard, wood, legal	3	pcs		
53	Cork board, wooden frame, 1ft x 2ft	2	pcs		
54	Pencil, mechanical with lead refill, 0.5mm	10	pcs		
55	Rubber band, No. 18	5	box		
56	Hand Tape dispenser, 2"	3	pcs		
57	Highlighter, neon yellow	3	doz		

58	Highlighter, neon green	3	doz		
59	Highlighter, blue	3	doz		
60	Glue, all-purpose 130ml (branded)	10	pcs		
61	Correction Tape, 10m	30	pcs		
62	Metal Fastener, 7cm, 50sets/box	10	box		
63	Max Stapler, 30-sheet cap	10	pcs		
64	Max Stapler, 50-sheet cap	10	pcs		
65	Nail Puller Staple Remover	10	pcs		
66	Staple Wire, #35, 600 length	10	box		
67	Heavy Duty Staples, 23/8	5	box		
68	Heavy Duty Staples, 23/13	5	box		
69	Paper Puncher, 2-hole, heavy duty	5	pcs		
70	Stamp pad, 60mmx100mm	5	pcs		
71	Stamp pad ink, violet, 50ml	10	bottle		
72	Office Storage Box, with DPWH logo, 10"x12.5"x	10	pcs		
73	Stand File Box, with DPWH Logo, blue, 15"x9.5"x4.5"	20	pcs		
74	Tissue Paper towel, 2-ply, 175pulls	50	pcs		
75	Tissue toilet paper, 2-ply 400 sheets, 12rolls/pack	20	pack		
76	Wet Wipes, 80 pulls	30	pcs		
77	Alcohol, ethyl 70%	10	gallon		
78	Handwash liquid soap, 500ml	10	bottle		
79	Dishwashing sponge, foam with net	10	pcs		
80	Dishwashing paste, 400g, lemon	15	pcs		
81	Dishwashing liquid, 790ml, lemon	15	bottle		
82	Multi-insect killer, spray, 1000ml	20	bottle		
83	Furniture polish, spray, 160ml	20	bottle		
84	Disinfectant Spray, Branded 510g	20	bottle		
85	Toilet Bowl cleaner, 500ml	20	bottle		
86	Bleach, original 1000ml	14	bottle		
87	Muriatic acid, 150ml	15	bottle		
88	Detergent soap, bar, 400g	24	pcs		
89	Detergent soap, powder, 60g	60	sachet		
90	Trash bins with swing lid, 8L	5	pcs		
91	Trash Bag, 2xl size	50	roll		
92	Soft broom, wooden handle	5	pcs		
93	Dust Pan, plastic, heavy duty, 26cm wide, 67.5cm high	5	pcs		
94	Glass Wiper Squeegees, 0.6x45cm	3	pcs		
95	Glass Cleaner Spray, 500ml	10	bottle		
96	Feather Duster, microfiber, 245cm adjustable telescopic	5	pcs		
97	Door mat, thick	15	pcs		
98	Rug pot holder, round small	50	pcs		
99	Spoon, stainless thick, 3.4cm x 17.8cm	3	doz		
100	Fork, stainless, thick, 3.4cm x 17.8cm	2	doz		
101	Plate, glass, white, round 9"	12	pcs		

102	Mug, glassware, clear, 290ml	12	pcs		
103	Drinking glass, glassware, clear, 245ml	12	pcs		
	Note: No pending delivery.				
	~Nothing Follows~				
	Purpose: to be used by Regional Project Management Office.				

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 Conditions specified by DPWH.

Tel. No. 993-3037

Printed Name / Signature / Date

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

/ebsite: www.dpwh.gov.ph

Tel. No(s).: (062) 993-3003 / (062) 993-3040

