

## Republic of the Philippines

## DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

## ZAMBOANGA DEL NORTE 3RD DISTRICT ENGINEERING OFFICE

Osukan, Labason, Zamboanga del Norte, Region IX

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Name of Procuring Entity: DPWH-3rd District Engineering Office Revised on:

Request for Quotation No.
Purchase Request No.

RFQ-0027

Standard Form/Title :

REQUEST FOR QUOTATION

Office/End-User : COA Office

2024-03-0023

COMPANY NAME :

ADDRESS : TEL.NO./FAX No. :

TIN No.

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 <u>March 26,2024</u> in the return envelope attached herewith, to the BAC Secretariat for Goods, 3rd District Engineering Office, Osukan, Labason Zamboanga del Norte

## TERMS and CONDITIONS:

- 1. All entries must be typewritten or legibly written.
- 2. Delivery period within <u>15 Calendar Days</u> upon receipt of the approved funded Purchased 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 from date of acceptance by the end-user.
- 4. Price validity shall be for a period of sixty (60) calendar days.
- 5. PhilGEPS Registration Certificate / Mayor's Permit / DTI/ Omnibus Sworn Statement shall be attached upon submission of the quotation.
- 6. Bidders shall submit original brochures showing certification of the product, if applicable.
- 7. Please indicate the brand for each items being offered.
- 8. The approved budget ceiling for this procurement is 118,886.00.



| Item<br>No. | ITEMS & DESCRIPTION                         | QTY.  | Unit   | UNIT PRICE  | TOTAL AMOUN |
|-------------|---|-------|--------|-------------|-------------|
| 1           | A4 Bond Paper                               | 15.00 | reams  | -           |             |
| 2           | Long Bond Paper                             | 10.00 | reams  |             |             |
| 3           | Paper Clip/Small                            | 5.00  | box    |             |             |
| 4           | Paper Clip/Big                              | 5.00  | box    |             |             |
| 5           | Stapler                                     | 2.00  | pcs    |             |             |
| 6           | No. 35 Standard Staple Wire                 | 20.00 | pcs    |             |             |
| 7           | Calculator                                  | 2.00  | pcs    |             |             |
| 8           | Glass Cleaner (250ml)                       | 5.00  | pcs    |             |             |
| 9           | Glass Brush Wiper                           | 2.00  | pcs    |             |             |
| 10          | Spougne                                     | 2.00  | pack   | <del></del> |             |
| 11          | Alcohol 500 ml                              | 10.00 | bottle |             | -           |
| 12          | Bowl Cleaner 500ml, (toilet duck)           | 10.00 | bot.   | +           |             |
| 13          |   | 24.00 | roll   |             |             |
|             | Tissue paper, 2 ply small roll              |       | roll   |             |             |
| 14          | Tissue paper, 2 ply big roll                | 6.00  |        |             |             |
| 15          | Facial Tissue Paper                         | 5.00  | pack   | +           |             |
| 16          | Hand Soap                                   | 5.00  | bottle |             |             |
| 17          | Dishwashing Liquid 250ml                    | 5.00  | bot    |             |             |
| 18          | Battery, dry cell, AA (3 pcs/pack)          | 6.00  | pack   |             |             |
| 19          | Battery, dry cell, AAA (3 pcs/pack)         | 6.00  | pack   |             | <b></b>     |
| 20          | Hand Brush, big (for cleaning comfort room) | 3.00  | pc.    |             |             |
| 21          | Air Freshener (250 ml)                      | 15.00 | bottle |             |             |
| 22          | Hang (Air Freshener)                        | 15.00 | рс     |             |             |
| 23          | Pot Holder                                  | 3.00  | рс     |             |             |
| 24          | Interfolded Paper Towels (175 pulls)        | 5.00  | pc     |             |             |
| 25          | Environmental Garbage Bag (Small)           | 10.00 | pack   |             |             |
| 26          | Environmental Garbage Bag (Medium)          | 10.00 | pack   |             |             |
| 27          | Kitchen Towel Tissue Roll, 2 ply            | 5.00  | pcs    |             |             |
| 28          | Soap Dish Holder                            | 2.00  | pcs    |             |             |
| 29          | White Mail Envelope/Long                    | 3.00  | box    |             |             |
| 30          | Sign Pen (Black), liquid gel ink .7         | 2.00  | box    |             |             |
| 31          | Sign Pen (Blue), liquid gel ink .7          | 2.00  | box    |             |             |
| 32          | Ballpen, Black                              | 1.00  | box    |             |             |
| 33          | Ballpen, Blue                               | 1.00  | box    |             |             |
| 34          | Extension Wire                              | 3.00  | pcs    |             |             |
| 35          | Flash Drive (4gb)                           | 5.00  | pcs    |             |             |

| 36               | External Hard Drive   | 3.00  | pcs   |        |  |  |  |  |
|------------------|---|-------|-------|--------|--|--|--|--|
| 37               | Multi-insect killer   | 10.00 | pcs   |        |  |  |  |  |
| 38               | Folder 14 points (short)  | 10.00 | dozen |        |  |  |  |  |
| 39               | Folder 14 points (long)   | 10.00 | dozen |        |  |  |  |  |
| 40               | Trash Bin   | 3.00  | pcs   |        |  |  |  |  |
| 41               | Memo Pad Lable Sticky Notes   | 2.00  | box   |        |  |  |  |  |
| 42               | Expanding Envelope legal size, good quality   | 3.00  | dozen |        |  |  |  |  |
| 43               | Expanding Folder legal size, good quality   | 2.00  | dozen |        |  |  |  |  |
| 44               | Curtain Roll Up   | 1.00  | pcs   |        |  |  |  |  |
| 45               | Plastic Ring Binder   | 3.00  | box   |        |  |  |  |  |
| 46               | Epson Ink 003   | 3.00  | set   |        |  |  |  |  |
| 47               | Office Large Cutter   | 3.00  | pcs   |        | <del>                                     </del> |  |  |  |
| 48               | Wireless Keyboard and Mouse Combo   | 2.00  |       |        |  |  |  |  |
| 49               | Led Bulb 15 watts   | 10.00 | pcs   |        |  |  |  |  |
| 50               | Record Book   | 5.00  | pcs   |        |  |  |  |  |
| 51               | Laundry Powder  | 5.00  | pcs   |        |  |  |  |  |
| 52               | White Board (30x40 cm)  |       | dozen |        |  |  |  |  |
| 53               |   | 2.00  | рс    | *      | -  |  |  |  |
|                  | Morocco Slide Folder Blue (Legal)   | 24.00 | pcs   |        | -  |  |  |  |
| 54               | Acetate (Binding Cover) (Legal)   | 2.00  | pack  |        |  |  |  |  |
| 55               | Brother BT D60BK  | 2.00  | pcs   |        |  |  |  |  |
|                  | nothing follows   |       |       |        |  |  |  |  |
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|                  |   |       |       | TOTAL: |  |  |  |  |
| PURPOSE:         | For use in the office of the resident auditor.  |       |       |        |  |  |  |  |
| 5                | ,   |       |       |        |  |  |  |  |
|                  | Brand and Model: Warranty :   |       |       |        |  |  |  |  |
| Delivery Period: | Price Validity:   | -     |       |        | -  |  |  |  |
| prices note abov | carefully read and accepted your General Conditions,<br>e. If the space for Delivery Period, Warranty and Price<br>on the Terms and Conditions specified by DPWH. |       |       | t      |  |  |  |  |
|                  | Printed Name / Signature / Date   |       |       |        |  |  |  |  |
| 41               | Tel. No. / Cellphone No. / Email Address  |       |       |        |  |  |  |  |