



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ZAMBOANGA DEL NORTE
3RD DISTRICT ENGINEERING OFFICE
Osukan, Labason, Zamboanga del Norte, Region IX

Name of Procuring Entity : DPWH-3rd District Engineering Office Request for Quotation No. RFQ- 0028
Revised on : Purchase Request No. 2024-03-0025
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : Administrative Section

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 **March 26, 2024** 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 15 Calendar Days 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 item being offered.
8. The approved budget ceiling for this procurement is 335,615.15.


CARMELITO I. ENERO
BAC Vice Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL AMOUNT
1	A4 Bond Paper	150.00	reams		
2	Long Bond Paper	100.00	reams		
3	Stapler #35	10.00	pcs		
4	Staple Wire, Standard, (26/6)	30.00	boxes		
5	Broom, Soft (tambo) weight:200g min tiger grass	5.00	pcs		
6	Broom, Stick (Ting-Ting), usable length:760mm min	10.00	pcs		
7	Correction Tape	100.00	pcs		
8	Toilet Tissue Paper 2-plys sheets, 150 pulls	20.00	pack		
9	Alcohol, ethyl, 68%-70%, scented, 500ml (-5ml)	20.00	bottle		
10	Record Book, 300 pages, size:214mmx278mm min	100.00	pcs		
11	Note Pad, stick on, 50mmx76mm (2"x3") min	20.00	pad		
12	Brown Envelope (Long)	15.00	dozen		
13	Printer Ink Cartridge (brother) LC3617M (Cyan)	15.00	cart		
14	Printer Ink Cartridge (brother) LC3617M (Yellow)	15.00	cart		
15	Printer Ink Cartridge (brother) LC3617M (Magenta)	15.00	cart		
16	Printer Ink Cartridge (brother) LC3617M (Black) XL	15.00	cart		
17	External Drive	4.00	pcs		
18	Epson Ink 003	10.00	set		
19	Hand Soap	10.00	bottle		
20	Multi-Insect Killer	30.00	pcs		
21	Office Curtain	8.00	set		
22	Water Dispenser	1.00	pc		
	-----nothing follows-----				
				TOTAL:	

PURPOSE: For use in Administrative Section.

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.

Printed Name / Signature / Date

Tel. No. / Cellphone No. / Email Address