



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- 0104

Revised on :

Purchase Request No.

2024-10-0110

Standard Form/Title : **REQUEST FOR QUOTATION**

Office/End-User : COA

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 **November 5, 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 items being offered.
8. The approved budget ceiling for this procurement is 300,939.00


JANETTE B. POLGO
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL AMOUNT
1	Ink Catridge (Black) 003	10	pcs		
2	Ink Cartridge (tri-color) 003	4	set		
3	Comb Binding Machine (22 Holes)	1	pc		
4	Plastic Comb Binder Rings (6mm)	2	dozen		
5	Plastic Comb Binder Rings (8mm)	2	dozen		
6	Plastic Comb Binder Rings (10mm)	2	dozen		
7	Plastic Comb Binder Rings (12mm)	2	dozen		
8	Plastic Comb Binder Rings (14mm)	2	dozen		
9	Plastic Comb Binder Rings (16mm)	2	dozen		
10	Brother Ink Catridge BT5000C	3	pcs		
11	Brother Ink Catridge BT5000M	3	pcs		
12	Brother Ink Catridge BT5000Y	3	pcs		
13	Brother Ink Catridge BT6000BK	3	pcs		
14	Brother Ink Catridge BT6000BK	3	pcs		
15	Stamp Ink	3	pcs		
16	Floor Scrub Brush	3	pcs		
17	LED Bulb, 15watts	10	pcs		
18	Rubbing alcohol 500ml 70% ethy	5	gallons		
19	Rubbing alcohol 500ml 70% ethyl (Spray)	12	bot.		
20	Toilet cleaner 500ml, (toilet duck)	15	bot.		
21	Tissue paper, 2 ply small roll	24	roll		
22	Tissue paper, 2 ply big roll	10	roll		
23	Multi-Purpose Cleaner	12	ltr.		
24	Dishwashing Liquid 250ml	12	bot.		
25	Battery, dry cell, AA (3pcs/pack)	6	pack		
26	Battery, dry cell, AAA (3pcs/pack)	6	pack		
27	Mouse Pad Large	5	pcs		
28	Air Freshener (250ml)	10	bot.		
29	Curtain (6 feet)	30	pcs		
30	Kitchen hand towel	6	pcs		
31	Interfolded Paper Towels (175pulls)	10	pcs		
32	White Board Marker Black	5	box		
33	White Board Marker Blue	5	box		

34	Bond Paper (A4)	20	ream		
35	Sign pen (Black), liquid gel ink	5	box		
36	Sign pen (Blue), liquid gel ink	5	box		
37	Kyocera Toner TK 8113k (Black)	2	pcs		
38	Kyocera Toner TK 8113Y (Yellow)	2	pcs		
39	Kyocera Toner TK 8113M (Magenta)	2	pcs		
40	Kyocera Toner TK 8113C (Cyan)	2	pcs		
41	Multi- insect Killer	10	pcs		
42	Trash Bin (Big)	3	pcs		
43	Pot Holder	5	pcs		
44	Memo Pad Lable Sticky Notes	2	box		
45	Expanding Envelope legal size, good quality	3	dozen		
46	Expanding Folder legal size, good quality	2	dozen		
47	Environmental Garbage bag (Small)	10	pcs		
48	Environmental Garbage bag (Medium)	10	pcs		
49	Air Freshener (Refill)	10	pcs		
50	Office Table	2	pcs		
51	Executive Chair	2	pcs		
52	Electric Fan	1	pc		
53	Laundry Powder	3	dozen		
54	Hand Soap	10	pcs		
55	Dust Wiper	5	pcs		
	-----nothing follows-----				
				TOTAL:	

PURPOSE:

For the use in the office of the resident auditor for the 4th quarter of 2024.

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