



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- 0122

Revised on :

Purchase Request No.

2024-11-0124

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

Office/End-User : Management 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 **Decemer 02, 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 74,307.00

  
**JANETTE B. FOLGO**  
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL AMOUNT
1	Bond Paper A4	60	reams		
2	Bond Paper Legal	20	reams		
3	Bond Paper A3	2	reams		
4	Correction Tape	24	pcs		
5	Ballpen (Black)	50	pc		
6	Record Book (500pg)	10	pc		
7	Folder White (Long)	24	pc		
8	Staple Wire #35	4	box		
9	Continous Ink Black	7	liter		
10	Continous Ink Yellow	7	liter		
11	Continous Ink Magenta	7	liter		
12	Continous Ink Cyan	7	liter		
13	Paper Fastener	2	box		
14	Paper Clip	2	box		
15	Duct Tape (heavy duty)	5	pc		
16	Toilet Bowl Cleaner	10	pc		
17	White Mailing Envelope (long)	100	pck		
18	Furniture Polish	5	bots		
19	Glue in Jar	2	jar		
20	Foot Rugs	5	pcs		
21	Fabconditioner	10	ltrs		
22	Detergent Powder	10	kls		
23	Brooms (Lanot)	6	pcs		
24	Spiner Mop	2	pcs		
25	Dust pan, non-rigid plastic w/ detachable handle	2	pcs		
	-----nothing follows-----				
				<b>TOTAL:</b>	

**PURPOSE:** To be used in the District Engineer's 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.**

Printed Name / Signature / Date

Tel. No. / Cellphone No. / Email Address