



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
DINAGAT ISLANDS
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE XIII
San Jose, Dinagat Islands

Name of Procuring Entity: DPWH-Dinagat Islands DEO	Request for Quotation (PR NO.): 24GNE0005
Revised on :	Date: March 8, 2024
Standard Form/Title : REQUEST FOR QUOTATION	Office/End User: Maintenance Section
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 **10:15 A.M. of March 19, 2024** in the return envelope attached herewith, to the BAC Secretariat, DPWH-Dinagat Islands DEO, San Jose, Dinagat Islands.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 30-60 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. PhilGEPS Registration Number, Mayor's Permit, DTI upon submission of the quotation
6. Omnibus Sworn Statement shall be attached upon submission of the quotation (For Small Value procurement (Section 53.9) for ABCs above P50K and Emergency Cases (Section 53.2) for ABCs above 500K)
7. Bidders shall submit original brochures showing certifications of the product.
8. Please indicate the brand for each items being offered
9. The approved budget ceiling for this procurements is **PhP 287,795.00**

(SGD) CHARLEMAGNE L. ORIGENES

Chief, Construction Section
BAC - Chairperson

ITEM NO	ITEM & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	puncher , heavy duty	5	pc.		
2	scissor , 6" heavy duty	10	pc.		
3	stapler no. 35 with remover	12	pc.		
4	ballpen (fiber castel black) 0.5mm	10	box		
5	ballpen (HBW black) 0.7mm (60pcs)	10	box		
6	ballpen (fiber castel blue) 0.5mm	10	box		
7	ballpen (HBW blue) 0.5mm (60pcs.)	10	box		
8	Binder Clip 1" (12pcs.)	10	box		
9	Binder Clip 2" (12pcs.)	10	box		
10	cutter 1" heavy duty	5	pc.		
11	cutter blade, refill 1"	5	tube		
12	blue logbook (small) , 300 pages	50	pc.		
13	blue logbook (big) , 500 pages	50	pc.		
14	correction tape, big	50	pc.		
15	sticky note (small)	20	box		
16	legal size binder, Royal Blue	50	pc.		
17	stamp pad, blue	10	pc.		
18	stamp pad ink refill blue	15	pc.		
19	Dater stamp	3	pc.		
20	White glue , 200 grams	30	bottle		
21	Highlighting pen, green	30	pc.		
22	Scotch tape, transparent 1"	30	roll		
23	Scotch tape, transparent 2"	30	roll		

24	sharpener, HD, table top	20	pc.		
25	Engr's field book	30	pc.		
26	mailing envelope, legal (500pcs/box)	10	box		
27	Expanded folder, legal (100 pcs/box)	20	box		
28	Calculator, Casio fx991 E5 plus, 2nd Edition	5	pc.		
29	Scientific Calculator Casio	5	pc.		
30	Whiteboard 1.5 ft. x 2 ft.	16	pc.		
31	white board marker	38	pc.		
32	board eraser	12	pc.		
33	white board marker ink refill	30	pc.		
34	US A4 Bond Paper	80	ream		
35	A3 Bond Paper	80	ream		
*** nothing follows ***					
The awarding for this RFQ will be on a lump-sum basis.					
Prospective Suppliers must quote for all of the items.					
Otherwise they will be subjected for disqualification.					
			TOTAL AMOUNT		
Brand and Model : _____			Warranty : _____		
Delivery Period : _____			Price Validity : _____		
<p><i>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.</i></p>					
<div style="text-align: right;"> Printed Name/ Signature /Date Tel. No./Cellphone No./Email Address </div>					