

## 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.): 2024-11-0048 Revised on Date: December 4, 2024 Standard Form/Title: REQUEST FOR QUOTATION Office/End User: Admin-General Company Name: ADDRESS : TIN: TEL. NO./FAX 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 10:15 A.M. of December 13, 2024 in the return envelope attached herewith, to the BAC Secretariat, DPWH-Dinagat Islands DEO, San Jose, Dinagat Islands.

## TERMS and CONDITIONS:

- All entries must be typewritten or legibly written. 1.
- 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.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one 3. 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
- Omnibus Sworn Statement shall be attached upon submission of the quotation 6. (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

ITFM

The approved budget ceiling for this procurements is PhP

(SGD) CYRIL T. ARANAS, JR. Chief, Planing and Design Section BAC - Chairperson

UNIT

NO NO	ITEM & DESCRIPTION	QTY.	UNIT	PRICE	TOTAL PRICE
	Quality Assurance Section			11110	
1	Alcohol 70%, 4 liters	9	gallon		
2	Ball Pen Black 0.5 (Flex Stick), 12's	10	box		
3	Ball Pen Blue 0.5 (Flex Stick), 12's	10	box		
4	Binder Clip 1" (12pcs/box)	10	box		
5	Binder Clip 2" (12pcs/box)	10	box		
6	Bond Paper #20/80gsm (A4)	100	ream		
7	Brown Envelope, A4 Size	24	рс		
8	Brown Envelope, Long	24	рс		
9	Correction Tape, Big, 5mm; 10m	12	рс		
10	Folder White (A4)	24	рс		
11	Folder White (Long)	24	рс		
12	Keyboard, Genius	2	рс		
13	Mouse, Genius	2	рс		
14	Ruler (Stainless Steel) 12"	2	рс		
15	Sticky Note Pad 2x2	12	pad		
16	Stabilo Marker, Highlighting Pen	12	рс		
17	Stamp Pad Ink (Purple), Refill	1	bottle		
18	Staples No. 35 (500 Staples Max HD)	12	box		
19	Stapler No. 35 with Remover	1	рс		
	Finance Section				
20	A4, Bond Paper, 70gsm	100	ream		
21	Gel Pen, Green (12pcs/box)	5	box		
22	Scotch Tape 1"	10	roll		
23	Staples No. 35 (500 Staples Max HD)	10	box		
24	Automatic Numbering Machine, 10 Digits	2	рс		

25	Ring Binder 1" (25mm)	5	length	
	Construction Section			
26	Bond Paper , A4 Size	150	ream	
27	Brown Envelope, A4 Size	1	box	
28	Tape, Transparent, 24mm	50	roll	
29	Correction Tape	20	рс	
30	Plastic Binder (1/2")	15	рс	
	Maintenance Section			
31	Sign Pen (My-Gel Pen) 0.5mm (12pcs/box)	11	box	
32	Sticky Notes (Small) 2x3' inches	27	pad	
33	Expanded Folder, Legal Green (100pcs/box)	15	box	
34	Calculator Casio, Tilt Display, 12 Digits	2	рс	
35	Fastener, Short	13	box	
36	Fastener, Long	10	box	
37	US Bond Paper, A4	50	ream	
38	US Bond Paper, A3	35	ream	
	Office Aluminum Manual Comb Binding and Punching		unit	
39	Machine Super 21 Plus	1	uiiit	
	Office of the District Engineer			
40	Alcohol 70%, 500ml	2	bottle	
41	Binder Clip Black 1"	3	box	
42	Binder Clip Black 5"	3	box	
43	Binder Clip Black 2"	3	box	
44	Bond Paper #20/70gsm (A3)	5	ream	
45	Bond Paper #20/70gsm (A4)	55	ream	
46	Clip Plastic (Jumbo)	2	box	
47	Clip Plastic (Small)	3	box	
48	Correction Tape, Big	10	pc.	
49	Data File Box, Blue with DPWH Logo	20	pc.	
50	Dater Stamp	3	pc.	
51	Glue	2	bottle	
52	Folder White, Long	1	ream	
	Legal Size Binder, Blue, Customized with DPWH			
53	Logo	34	pc.	
54	Paper clip, vinly/plastic coated, jumbo 50mm	2	box	
55	Pencil, No. 2	2	box	
56	Permanent Marker, Pilot	3	pc.	
57	Photo Paper, A4	10	pack	
58	Photo Paper, Long	10	pack	
59	Plastic Fastener, Long	4	box	
60	Plastic Fastener, short	4	box	
61	Record Book 300 pages	5	pc.	
62	Sign Here Stick-on Note	5	pc.	
63	Sign Pen, Blue	4	box	
64	Stabilo Marker, Green	6	pc.	
65	Stabilo Marker, Yellow	6	pc.	
66	Staple Wire #35	5	box	
67	Stick Note Pad 2x3	3	pad	
68	Stick Note Pad 3x3	3	pad	
69	Stick Note Pad 3x4	3	pad	
70	Stick Note Pad 3x5	3	pad	

71	Sticker Paper, A4	2	pack			
72	Sticker Paper, Long	1	pack			
73	Tape, Transparent, 1"	2	roll			
74	Tape, Transparent, 2"	2	roll			
75	Tape, Masking, 1"	2	roll			
76	Tape, Masking, 2"	2	roll			
70	Ingco ACN50401 2in1 Combo Pnuematic Air Brad		1011	<del></del>		
77	Nailer/Staple Gun	1	pc.			
78	ACN50401 Staple Gun Wire	3	box			
	Toilet Tissue (12 rolls/Pack)	10	roll	<del>-</del>		
79	White Board Ink	3				
80			pc.			
81	White Board Marker	3	box			
	Administrative Section	F0	-11			
82	Orange Vellum Paper and Board, A4 Size	50	sheet			
83	Envelope, Brownm Short	40	pc			
84	Expanded Envlope, Long Expanded Envlope, Short	35	pc			
85	Calculator Casio	20	pc			
86	Joy Heavy Duty Stapler, HD 021	<u>4</u> 1	pc			
87 88	Joy Heavy Duty Staple Vire	10	pc			
89	Sign Pen, Blue, My Gel	10	box box			
90	Sign Pen, Black, My Gel	10	box			
90	Sign Pen, Blue, My Gel, Refill	15	box			
92	Sign Pen, Black, My Gel, Refill	12	box			
93	Staple Wire No. 35	25	box			
94	Correction Tape, Dongyang, 20mx5mm	25	pc			
95	Eraser, Rubber	21	рс			
96	Pencil, No. 2 (12pcs/box)	4	box			
97	Highlighting Pen, Yellow	22	pc			
98	Permanent Marker, Black Broad	22	рс			
99	Paper Fastener, Long	5	box			
100	Paper Fastener, Short	8	box			
101	Tape, Transparent 1"	10	roll			
	*** nothing follows ***					
	The awarding for this RFQ will be on a lump-sum basis.		<del></del>			
	Prospective Suppliers must quote for all of the items.		ì			
	Otherwise they will be subjected for disqualification.		「			
	T		TOTAL A	MOUNT		
rand and	d Model :	Warranty :				
elivery F	'eriod :	Price Validity :				
bove. If	fter having carefully read and accepted your General Conditions, I/We quither space for Delivery Period, Warranty and Price Validity are left blank, this specified by DPWH.					
			_	Printed Name/ Signature /Date Tel. No./Cellphone No./Email Address		