Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
NORTHERN SAMAR 2nd DISTRICT ENGINEERING OFFICE
Brgy. Burabud, Laoang, Northern Samar

BAGONG PILIPINAS

Name of Procuring Entit :	N. Samar 2nd DEO Request for Quotation (P.R. No.)	**2025-07-0047**	7/1/2025
Revised on :	Date		
Standard Form/Title :	**REQUEST FOR QUOTATION** Office/End-User	**ADMINISTRATIVE 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 2:00 P.M. of 08-05-25 in the return envelope attached herewith, Procurement Unit, 2nd Floor, Brgy. Burabod, Laoang, Northern Samar.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 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 mininum 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 Certificate, DTI/SEC-COR, BIR-COR, Mayor's Permit, Latest BIR ITR, Tax Clearance & Omnibus Sworn Statement shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product .
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement P **594,405.00**

MA. AMPARO MARIAM T. DAPUG
Administrative Officer V/BAC Cahirman

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
50	Sign Pen, Black.05, Branded, 12 pcs/box, Quality	12	box		
51	Sign Pen, Blue 0.5, Branded	2	pair		
52	Sign Pen, Fine Tip Red.03mm, Branded	15	box		
53	Stamp Pad felt	3	piece		
54	Staple Wire No. 35, 10 boxes per box	13	box		
55	Stapler with remover, Standard Type No. 35	5	box		
56	Sticker Paper, Premium Glossy, A4, 90 gsm, 20 pcs/pack	40	pack		
57	Sticky Note, "SIGN HERE"	50	pad		
58	Tape, Transparent, 24mm	15	roll		
59	Tape, transparent, 48mm	15	roll		
60	Twine, 1 kilo/roll	2	roll		
61	Typewriter Ribbon	2	roll		
62	USB Hub, 3.0 (4 gang)	5	piece		
63	USB, 8GB, Branded	25	piece		
64	Air Freshener, 500ml	16	bottle		
65	Broom , Tingting	10	piece		
66	Broom -Tamboo	10	piece		
67	Detergent Bar, 4 pcs/bar	5	bar		
68	Detergent Powder, 1 kg/pack	21	kg		
69	Dishwashing Liquid, 475ml	36	bottle		
70	Downy, Fabric Conditioner	7	dozen		
71	Expanded Glass Wiper/Cleaner	20	piece		
72	Glass Cleaner, 500ml	40	bottle		
73	Hand Sanitizer, Gel, 500ml	23	bottle		
74	Hand Soap, 500ml	25	bottle		
75	Tissue Paper, 2 ply, 12 roll/pack	40	pack		
76	Tissue Paper, Interfold	5	pack		
77	Toilet Bowl Cleaner and Urinal, 1,000 ml	35	bottle		
78	Toilet Brush with Handle, Genuine	30	piece		
79	Zonrox, branded	10	gallon		

TOTAL AMOUNT IN WORDS

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

Telephone No.: ____________
c/o edmund somoray
email: edmundsomoray@yahoo.com

Printed Name/Signature/Date

Tel. No. /Cellphone No. / E-mail Address

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Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Alcohol, Ethyl, 500 ML	50	bottle		
2	Alcohol, Ethyl, gallon	10	gallon		
3	Ballpen, ordinary, Black, .5, 12 pocs/box	12	box		
4	Battery, Dry Cell, AAA, 4 pcs./pack, Super heavy	10	pack		
5	Brown envelope A4, 100 pcs/pack	1	pack		
6	Brown envelope long, 100 pcs/pack	1	pack		
7	Cabinet, Glass Metal Cabinet	5	piece		
8	Calculator, 12 digits	10	unit		
9	Clip Backfold, 50mm	20	box		
10	Correction Tape, 8m x 5mm, 12 pcs/box	33	box		
11	Cutter Blade, Big	2	piece		
12	Cutter Knife, Big	1	piece		
13	Dater Stamp	2	piece		
14	Double Sided Tape, .5 inch	20	roll		
15	Double Sided Tape, 1 inch	10	roll		
16	Duct Tape, 48mm assorted color	10	roll		
17	Expanded Brown Envelope-Long, 100pcs/pack	2	pack		
18	External Hard Drive, 1TB	3	unit		
19	Fastener, 50 pcs/box, metal, Branded	20	box		
20	Folder, A4-White, 100 pcs/box	2	pack		
21	Glue Stick-big	50	piece		
22	Glue, All Purpose, 240 grams	3	bottle		
23	High Lighter, Green Color	10	piece		
24	Ink Cartridge (Brother LC3617BK)-Black, Genuine	3	Cart		
25	Ink Cartridge (Brother LC3617C)-Cyan, Genuine	3	Cart		
26	Ink Cartridge (Brother LC3617M)-MAgenta, Genuine	3	Cart		
27	Ink Cartridge (Brother LC3617Y)-Yellow, Genuine	3	Cart		
28	Ink Stamp Pad,purple	6	piece		
29	Ink, Brother BT5000, Black	5	Cart		
30	Ink, EPSON, 664, Black Genuine	20	Cart		
31	Ink, EPSON, 003, 003, Cyan, Genuine	15	Cart		
32	Ink, EPSON, 003, 003, Magenta, Genuine	15	Cart		
33	Ink, EPSON, 003, Black, Genuine	10	cart		
34	Ink, EPSON, 003,003, Yellow Genuine	15	cart		
35	Ink, EPSON, 664, Magenta, Genuine	5	cart		
36	Ink, EPSON, 664, Cyan Genuine	10	cart		
37	Ink, EPSON, 664, Yellow Genuine	5	cart		
38	Marker, Permanent, Black	32	piece		
39	Notepad, stick-on, 76mmx100mm/3 x 4" Blue Color	30	pad		
40	Packing Tape, .5 inch	10	roll		
41	Paper, Multi-Copy, A4, 80 GSM, 5 reams/box	100	box		
42	Paper, Multi-Copy, Legal, 80 GSM, 5 reams/box	5	box		
43	Pencil Lead with Eraser, 12 pcs/box	12	box		
44	Photo Paper 4r, RC satin, 260 GSM, 260 GSM	50	box		
45	Photo Paper Premium Glossy, A4, RC satin, 260 GSM	17	pack		
46	Record Book, (Officcial) 300 pages with numbering page	30	box		
47	Rubber Band, 8	1	box		
48	Ruler Stainless	2	piece		
49	Scissors, symmetrical/asymmetrical	2	pair		