



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
NEGROS OCCIDENTAL
1ST DISTRICT ENGINEERING OFFICE
Region VI
Matab-ang, Talisay City

Name of Procuring Entity : **DPWH Negros Occidental 1st DEO** PR No. / Quotation No. : **24-08-0082 / 09-2024-002 OSE**
Revised On : _____ Date : **September 5, 2024**
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 personally submit your quotation duly signed by your representative not later than 8:30 A.M. of **September 12, 2024** in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH Negros Occidental 1st DEO, Matab-ang, Talisay City, Negros Occidental.

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period within Thirty (30) C.D. 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 (1) year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- PhilGEPS Registration Certificate, Mayor's Permit and Omnibus Sworn Statement shall be attached upon submission of the quotation.
- Bidders shall submit original brochures of the product.
- Please indicate the brand for each items being offered.
- The approved budget ceiling for this procurement is **P 295,030.00**


EVANGELINE N. LIMOS

Engineer III
BAC Chairperson

ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Alcohol, 500ml.	240	bottles		
2	Ballpen, Black	360	pcs.		
3	Battery, AAA (2pcs./packet)	15	packets		
4	Bond Paper, A3 (70gsm/multi-copy)	30	reams		
5	Bond Paper, A4 (70gsm/multi-copy)	400	reams		
6	Bond Paper, Legal (70gsm/multi-copy)	120	reams		
7	Brown Envelope, Long	300	pcs.		
8	Construction Paper, Long (Green)	10	packs		
9	Correction Tape with Refill	100	pcs.		
10	Envelope, Long (Expanding)	300	pcs.		
11	Eraser (Rubber/Pencil)	20	pcs.		
12	Folder, Long (Ordinary/White)	800	pcs.		
13	Folder, Short (Ordinary/White)	200	pcs.		
14	Paper Puncher, Heavy Duty (2 Holes)	20	pcs.		
15	Pencil with Eraser #482	140	pcs.		
16	Marker Pen, Black (Fine Point)	60	pcs.		
17	Marker Pen, Blue (Fine Point)	36	pcs.		
18	Marker Pen, Red (Fine Point)	24	pcs.		
19	Photo Paper, A4	30	packs		
20	Scissor, Big - Heavy Duty (Stainless)	20	pcs.		
21	Sign Pen, Black (0.5mm/gel type)	180	pcs.		
22	Sign Pen, Blue (0.5mm/gel type)	36	pcs.		
23	Sign Pen, Black (0.7mm/uni-ball)	30	pcs.		
24	Stamp Pad, Violet (Felt Pad) - Big	10	pcs.		
25	Stapler with Remover #35, Heavy Duty	20	pcs.		

For use in the DPWH-Negros Occidental 1st District Engineering Office, Matab-ang, Talisay City, Negros Occidental (3rd Quarter, 2024)

SUB-TOTAL
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Brand & Model : _____ **Warranty** : _____
Delivery Period : _____ **Price Validity** : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at priced 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.

