



Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
LEYTE 4TH DISTRICT ENGINEERING OFFICE
Ormoc City, Region VIII



BAGONG PILIPINAS

Name of Procuring Entity : DPWH 4TH DEO Request for Quotation (P. R. No.): 2025-03-040
Revised on :
Date: March 26, 2025

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

COMPANY NAME :
ADDRESS :
TEL. NO. / FAX NO. :
Office/End-User :
GLENDA F. QUIÑONES

Please quote your lowest price or 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 APR 04 2025, 9:00 a.m. in the return envelope attached herewith, to the Procurement Office, DPWH, 4TH DEO, Ormoc City, Leyte.

TERMS AND CONDITIONS :

1. All entries must be typewritten or legibly written.
2. All pages must be duly signed.
3. Delivery period within 60 C. D. upon receipt of the approved funded Purchase Order (P. O.).
4. Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be for a minimum for non-delivery without valid reason.
5. 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.
6. Price validity shall be for a period of sixty (60) calendar days.
7. G-EPIS Registration Number, Mayor's Permit/Business Permit, ITR & Omnibus shall be attached upon submission of the quotation.
8. Bidders shall submit original brochures showing certifications of the product if applicable.
9. Quotations to be submitted by Lot
10. Please indicate the brand for each item being offered.
11. Eco -friendly supplies/equipment
12. The approved budget ceiling for this procurement is **P804,600.00**
13. Quotations submitted thru mail & Fax will not be accepted.

JOEL V. PEREZ
BAC Chairman
Engineer-III

Item No.	ITEM / DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Binder Folder Blue (A4 Size)	12	Piece		
	(As per unnumbered DO Dated June 18, 2024, Subject: Technical Specifications for the Procurement of DPWH Customized Binders. See specifications of the customized binder folder)				
	Binder Folder Blue (Legal Size)	6	Piece		
	(As per unnumbered DO Dated June 18, 2024, Subject: Technical Specifications for the Procurement of DPWH Customized Binders. See specifications of the customized binder folder)				
	Materials Logbook (121 sheets/240pages per Booklet)	100	Booklet		
	(As per D.O. 50 Series 2020, Standard Project Logbook Format, for use in Quality Assurance Section and Construction Section)				
	Project Construction Logbook (121 sheets/240pages)	250	Booklet		
	(As per D.O. 50 Series 2020, Standard Project Logbook Format, for use in Quality Assurance Section and Construction Section)				
	Registry Card ('Manila Tagboard; A4size; Thickness: Caliper 15)	1,000	Piece		
	Property Card ('Manila Tagboard; A4size; Thickness: Caliper 15)	1,000	Piece		
	Stockcard ('Manila Tagboard; A4size; Thickness: Caliper 15)	1,000	Piece		
	NOTHING FOLLOWS.....				
	Grand Total				

Supply & Delivery of DPWH Standard Project Logbooks, Customize Binder Folder, & Cards @ DPWH Leyte 4th DEO.

Brand and Model

Delivery Period

Warranty
Price Validity

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

Tel No.: (053) 255-8683

c/o Vanilyn C. Catampatan/ Ray Debiosaur E. Porcadilla

Printed Name / Signature / Date

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