



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ZAMBOANGA CITY 1st DISTRICT ENGINEERING OFFICE
Zamboanga City, REGIONAL OFFICE IX



Name of Procuring Entity: DPWH-ZC 1st DEO	Request for Quotation/PR No.: 2025-06-055
Revised on:	Date:06/17/25
Standard Form/Title: REQUEST FOR QUOTATION	Office/End User:
COMPANY NAME :	For use in the Construction Section of ZC 1st DEO.
ADDRESS :	
TEL NO./FAX NO. :	TIN No: Mode: SVP

Please quote your 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 am of _____, 2025 in the return envelope attached herewith.

TERMS AND CONDITIONS:

- 1.All entries must be encoded or legibly written.
- 2.Delivery period with 30 calendar days upon receipt of the approved funded Purchase Order (P.O). Administrative Penalties pursuant to Section 69 of the Revised IRR of RA 9184 shall be imposed for non-delivery without valid reason.
- 3.Warranty shall be for a minimum of three (3) months for supplies and materials; one (1) year for Equipment ; three (3) years I.T 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 Certificate/Mayors Permit/DTI/Tax Clearance and Omnibus Sworn Statement shall be attached upon submission of the quotation, **Annual ITR**.
- 6.Bidders shall submit original brochures showing certifications of the product if applicable.
- 7.Please indicate the brand for each item being offered, if applicable.
- 8.Bids must be submitted personally. Bids submitted electronically or through courier service will not be accepted.
- 9.The accomplished RFQ and all required documents must be securely bound together in a single document, with no loose pages.
- 10.The approved budget ceiling for this procurement is **Php.505,292.45**

GLIEZA E. CACERES
BAC - Chairperson

ITEM	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	TK 8113 BLACK	10	pc		
2	TK 8113 MAGENTA	4	pc		
3	TK 8113 YELLOW	4	pc		
4	TK 8113 CYAN	4	pc		
5	CARTOLINA, (Assorted colors)	10.00	Pack		
6	NOTEPAD, STICK-ON, 50mm X 76mm	30.00	Pad		
7	NOTEPAD, STICK-ON, 76mm X 100mm	30.00	Pad		
8	NOTEPAD, STICK-ON, 76mm X 76mm	30.00	Pad		
9	STENO NOTEBOOK	20.00	Piece		
10	PAPER, MULTICOPY A3	10.00	Ream		
11	CORRECTION TAPE	5.00	Piece		
12	RECORD BOOK, 500 PAGES	10.00	Book		
13	EXTENSION CORD SET W/ INDIVIDUAL SWITCHES 5 GANG	5.00	Piece		
14	GLUE STICK	30.00	Piece		
15	WATER DISPENSER	1.00	Unit		-
16	ENGINEERS FIELD BOOK	20.00	Piece		
17	DOUBLE SIDED TAPE 1/2 X 10m	5.00	Piece		
18	DOUBLE SIDED TAPE 3/4 X 10m	5.00	Piece		
19	DOUBLE SIDED TAPE 1 X 10m	5.00	Piece		
20	DOUBLE SIDED TAPE 1 - 1/2 X 10m	5.00	Piece		
21	SCIENTIFIC CALCULATOR	10.00	Unit		
22	CUTTER/UTILITY KNIFE, FOR GENERAL PURPOSE	5.00	Piece		
23	CLIP, BACKFOLD, 32mm	15.00	Box		
24	DATER STAMP	20.00	Piece		
25	ENVELOPE, DOCUMENTARY, A4	1.00	Box		
26	DATA FILE BOX	20.00	Piece		
27	ENVELOPE, EXPANDING, KRAFT	1.00	Box		
28	ENVELOPE, EXPANDING, PLASTIC	1.00	Box		
29	ENVELOPE, MAILING	1.00	Box		
30	ENVELOPE, MAILING WITH WINDOW	10.00	Box		
31	ERASER, FELT, FOR BLACKBOARD/WHITEBOARD	30.00	Piece		
32	FASTENER	1.00	Box		
33	FILE ORGANIZER, EXPANDING, PLASTIC, LEGAL	30.00	Piece		

34	MARKER, FLUORESCENT	20.00	Set	
35	MARKER, PERMANENT BLACK	20.00	Piece	
36	MARKER, PERMANENT BLUE	20.00	Piece	
37	MARKER, WHITEBOARD BLACK	1.00	Piece	
38	MARKER, WHITEBOARD BLUE	30.00	Piece	
39	MARKER, WHITEBOARD RED	30.00	Piece	
40	PAPER SHREDDER	1.00	Unit	
41	PAPER TRIMMER/CUTTING MACHINE	1.00	Unit	
42	PUNCHER, PAPER, HEAVY DUTY	10.00	Piece	
43	STAMP PAD, FELT	10.00	Piece	
44	STAPLER, STANDARD TYPE	10.00	Unit	
45	FLASH DRIVE, 128GB	10.00	Piece	
46	Laminator	1.00	pc.	
47	Laminating Sheet 9"	2	pc	
48	PHOTOPAPER	1.00	Ream	
49	LONG TAPE 50M	1.00	Piece	
50	STEEL TAPE 5 M	5.00	Piece	
51	WALKING METER	2.00	Piece	
52	INDEX TABS	10.00	Piece	
53	STICKER PAPER	1.00	Ream	
54	universal socket adapter plug	10.00	Piece	
55	STAPLE WIRE	5.00	Piece	
56	DOUBLE SIDED TAPE	15.00	Piece	
57	RULER	10.00	Piece	
58	STICKY NOTES	20.00	Piece	
59	LONG FOLDER	30.00	Piece	
60	Audio Recorder	1.00	Piece	
61	Safety Vest	10.00	Piece	
62	Mechanical Pencil Lead 0.5	15.00	Piece	
63	Mechanical Pencil 0.5	10.00	Piece	
64	FIELD ENGINEERS NOTEBOOK	15.00	Piece	
65	BALLPEN PILOT, BLUE	20	Piece	
66	BALLPEN PILOT, BLACK	20	Piece	
67	DATA FOLDER	20	Piece	
68	EXTERNAL HARD DRIVE	5	Unit	
69	DUST PAN	5	Piece	
70	ALCOHOL, 70% ETHYL, 1gal	10.00	Gallon	
71	DISINFECTANT SPRAY	10.00	Can	
72	FURNITURE CLEANER	10.00	Can	
73	HAND SOAP, LIQUID	20.00	Bottle	
74	DISHWASHING LIQUID	10.00	Bottle	
x-x-x-Nothing Follows-x-x-x				

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 Period, Warranty and Price Validity are left blank, it means that I concur w/the Terms & Conditions specified by DPWH.

Tel No. 984-2451 Telefax: 984-2452

Printed Name/Signature/Date

c/o Josiflor R. Vicente

email: vicente.josiflor@dpwh.gov.ph

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