Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

REGIONAL OFFICE XIII

J. Rosales Avenue, Butuan City

Name of Procuring Entity: DPWH R.O. XIII, Butuan City Request for Quotation (P.R. No.): 2025-04-123				
Revised on :	Date:	April 23, 2025	ABC: Php 658,919.00	
Standard Form/Title:	REQUEST FOR QUOTATION		Office /End-user: Equipment Management Division	
COMPANY NAME	•			
ADDRESS	•			
TEL. NO./FAX NO.	:		TIN:	
Please submit your o	quotaton for the item/s listed below, su	ject to the Terms and C	Conditions hereof, which may be submitted in person or thru	

Please submit your quotaton for the item/s listed below, subject to the Terms and Conditions hereof, which may be submitted in person or thru registered mail not later than 10:00 A.M. of MAY 0.5 2025 in a sealed or open envelope duly signed by the firm's owner or authorized representative, to the BAC Secretariat for Goods, DPWH Regional Office XIII, J. Rosales Avenue, Butuan City.

TERMS and CONDITIONS:

- 1. All entries must be typewritten or legibly written.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; three (3)
 years for IT equipment from date of acceptance by the end user.
- 4. Price validity shall be for a period of sixty (60) calendar days.
- PhiLGEPS Registration Number, certified true copy of Mayor's Permit and DTI or SEC shall be attached upon submission of the quotation.
- Certified true copy of Income/Business Tax Return for ABC Php5ooK & above and Notarized Omnibus Sworn of Statement for ABC Php5oK & above shall be submitted before the award of Purchase Order (PO) for Small Value Procurement (Sect. 53.9 of the Revised IRR-RA9184).
- The DPWH reserves the right to accept or reject any bid, to annul the bidding process, and to rejects all bids at any time
 prior to contract award without thereby icurring any liability to the affected bidder.

JOEY D. GINGANE
Chief, Administrative Division
BAC-Chairperson

1st extension :
2nd extension :
3rd extension :

The awarding for this RFQ will be on a lumpsum basis. Prospective Suppliers must quote for all the items. Otherwise they will be subjected for disqualification.

ITEM	ITEMS AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
No.	TIENIS AND DESCRIPTION	QII.	UNII	UNITPRICE	TOTAL PRICE
1	Ballpen, black, 12pcs/box	30	box		
2	Ballpen, blue, 12pcs/box	30	box		
3	Ballpoint pen, in case, black	5	set		
4	Calculator, JS-20B, 12 digit	5	unit		
5	Carbon Film, PE, black, 216mm x 330mm, 100sheets/box	2	box		
6	Carbon Film, PE, blue, 216mm x 330mm, 100sheets/box	2	box		
7	Cork Board with wooden frame, 18x24inches	5	рс		
8	Cutter Blade, 18mm x 100mm, 10pcs/tube	1	tube		
9	Cutter Knife, auto lock with flat push buttom, 18mmx100mm, black	5	рс		
10	Data File Box, blue made of thick chifboard, 15.5"x9.5"x4.5"	20	рс		
11	Document box, with cover, 11.2" x15.5" x 12.5"	10	рс		
12	Engineer's Field Book	20	рс		
13	Envelope, Documenary, for A4 size document, 500pcs/box	1	box		
14	Envelope, expanding, kraft, legal size, 100pcs/box	1	box		
15	Eraser, plastic or rubber big	5	рс		
16	Eraser for white board, big size, 5" x2"	5	рс		
17	Fastener for paper, plasticcoated, 8.5inches, 50sets/box	40	box		
18	File Organizer box, double with cover, made of thick	30	рс		
19	Folder, expanding, legal size, 100pcs/apck	4	pack		
20	Folder, sliding, legal size, 100pca/pack	2	pack		
21	Folder with Tab, brown, A4 size, 100pcs/pack	10	pack		
22	Folder with Tab, brown, legal size, 100pcs/pack	10	pack		
23	Folder with Tab, white, A4 size, 100pcs/pack	10	pack		
24	Folder with Tab, white, legal size, 100pcs/pack	10	pack		
25	Ink, Marker Permanent, black	5	btl		
26	Ink, Marker Permanent, blue	5	btl		
27	Ink, Self-ingking, stamp, black	6	btl		
28	Laminating Film, 250 micron, A4 size	- 3	ream		
29	Laminating Film, 250 micron, Legal size	2	ream		
30	Laminating Film, 250 micron, short size	2	ream		
31	Loose-leaf, 11-hole, A4 20pcs/pack	30	pack		
32	Marker Permanent, broad tip, black	10	рс		
33	Marker Permanent, broad tip, blue	10	рс		
34	Marker Permanent, bullet tip, black	10	рс		
35	Marker Permanent, bullet tip, blue	10	рс		
36	Marker Permanent, bullet tip, red	10	рс		
37	Marker whiteboard, bullet tip, black	10	рс		
38	Marker whiteboard, bullet tip, blue	10	рс		
39	Marker whiteboard, bullet tip, red	10	рс		
40	Mechanical Lead Pencil	50	рс		
41	Note Pad, Stick-on (1-1/2" x 2") 100 sheets/pad	100	pad		

Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

REGIONAL OFFICE XIII

	J. Rosa	les Avenue, Butuan City			
Name of Procuring Entity:	me of Procuring Entity: DPWH R.O. XIII, Butuan City Request for Quotation (P.R. No.): 2025-04-123				
Revised on:	Date:	April 23, 2025	ABC: Php 658,919.00		
Standard Form/Title:	REQUEST FOR QUOTATION		Office /End-user: Equipment Management Division		
COMPANY NAME	:				
ADDRESS	:				
TEL. NO./FAX NO.	:		TIN:		
registered mail not later tha	quotaton for the item/s listed below, subj an 10:00 A.M. of <u>MAY 05 2025</u> ecretariat for Goods, DPWH Regional Office	in a sealed or oper	nditions hereof, which may be submitted in person or thrun n envelope duly signed by the firm's owner or authorized s, Butuan City.		
TERMS and CONDITIONS: 1. All entries must be typewritt			Dange		

- Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; three (3) years for IT equipment from date of acceptance by the end user.
- 4. Price validity shall be for a period of sixty (60) calendar days.
- PhiLGEPS Registration Number, certified true copy of Mayor's Permit and DTI or SEC shall be attached upon submission of the quotation.
- Certified true copy of Income/Business Tax Return for ABC Php500K & above and Notarized Omnibus Sworn of Statement for ABC Php50K & above shall be submitted before the award of Purchase Order (PO) for Small Value Procurement (Sect. 53.9 of the Revised IRR-RA9184).
- 7. The DPWH reserves the right to accept or reject any bid, to annul the bidding process, and to rejects all bids at any time prior to contract award without thereby icurring any liability to the affected bidder.

JOEY D. GINGANE
Chief, Administrative Division
BAC-Chairperson

1st extension :	58
2nd extension:	
3rd extension :	

The awarding for this RFQ will be on a lumpsum basis. Prospective Suppliers must quote for all the items. Otherwise they will be subjected for disqualification.

ITEM	ITPIAC AND DESCRIPTION	522.00			
No.	ITEMS AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
42	Note Pad, Stick-on (2" x 3") 100 sheets/pad	100	pad		
43	Note Pad, Stick-on (3" x 3") 100 sheets/pad	100	pad		
44	Note Pad, Stick-on (3 x 4") 100 sheets/pad	100	pad		
45	Note Pad, Stick-on (4" x 6") 100 sheets/pad	100	pad		
46	Numbering Machine Ink (metal ink), 28ml	4	btl		
47	Numbering Machine , automatic, 8 digit	4	рс		
48	Paper clip, vinyl, coated gem, assorted color, 32mm, 70pcs/box	100	box		
49	Paper clip, vinyl, coated gem, assorted color, 48mm, 70pcs/box	100	box		
50	Paper cutter/trimmer, wooden base, 12x15inches, 12sheets max. cuts-up	6	рс		
51	Paper Multicopy, 80gsm, A3 size	2	ream		
52	Paper Multicopy, 8ogsm, A4 size	400	ream		
53	Paper Multicopy, 8ogsm, legal size	200	ream		
54	Paper Multicopy, 8ogsm, short size	20	ream		
55	Parker Blistered refill	10	рс		
56	Parker Roller Ball, refill, medium, o.8, black	10	рс		
57	Parker Roller Ball, refill, medium, o.8, blue	10	рс		
58	Paste, water well, 200 grams	6	рс		
59	Pen, artline drawing system, o.8mm	1	box		
60	Pencil Sharpener	6	рс		
61	Printable vinyl sticker paper	5	pack		
62	Puncher, 75xl heavy duty, with twoo hole guide	6	рс		
63	Push Pins, Hammer head type, assorted colors, 100pcs/case	20	case		
64	Record Book, 150 pages, size 17.2 cmx28.5cm	20	book		
65	Record Book, official record, 300 pages, size 8.5in x 11 inches	20	book		
66	Record Book, official record, 500 pages, size 8.5in x 11 inches	20	book		
67	Rubber Band, 70mm min lay flat length (#18)	10	box		
68	Ruler, plastic, 12 inches, 1 pc in individual plastic	30	рс		
69	Scissors, big, symmetrical/asymetrical, 8 inches	10	рс		
70	Self-ingking mini dater, S-300	10	рс		
71	Sign film index (sign here) semi-transparent self adhesive, 100sht/pack	200	pack		
72	Sign film index (plain) semi-transparent self adhesive, 100sht/pack	200	pack		
73	Signpen, black, 0.5, 12pcs/box	50	box		
74	Signpen, blue, 0.5, 12pcs/box	50	box		
75	Signpen, red, 0.5, 12pcs/box	2	box		1 1 1
76	Signpen, Liquid gel, black, 0.5, 12pcs/box	50	box		
77	Signpen, Liquid gel, blue, 0.5, 12pcs/box	50	box		
78	Signpen, Liquid gel, black, 0.7, 12pcs/box	50	box		
79	Signpen, Liquid gel, blue, 0.7, 12pcs/box	50	box		
80	Signpen, Refill ball point for parker, black, 12pcs/box	1	box		
81	Signpen, Refill ball point for parker, blue, 12pcs/box	1	box		
82	Stamp Pad, felt, No.3	6	рс		

Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

REGIONAL OFFICE XIII

	J. Ro	sales Avenue, Butuan City		
Name of Procuring Entity:	otation (P.R. No.): 2025-04-123			
Revised on:	Date:	April 23, 2025	ABC: Php 658,919.00	
Standard Form/Title:	REQUEST FOR QUOTATION		Office /End-user: Equipment Management Division	
COMPANY NAME	:			
ADDRESS	:			
TEL. NO./FAX NO.	:		TIN:	
3. Warranty shall be for a min years for IT equipment from		non -delivery without valid reaso	on. JOEY D. GINGANE	
	per, certified true copy of Mayor's Permit and D	TI or SEC shall be attached upon s	submission 1st extension:	_

6. Certified true copy of Income/Business Tax Return for ABC Php500K & above and Notarized Omnibus Sworn of
Statement for ABC Php50K & above shall be submitted before the award of Purchase Order (PO) for Small Value
Procurement (Sect. 53.9 of the Revised IRR-RA9184).

The awarding for this RFQ will be

7. The DPWH reserves the right to accept or reject any bid, to annul the bidding process, and to rejects all bids at any time prior to contract award without thereby icurring any liability to the affected bidder.

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ITEM No.	ITEMS AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
83	Stamp Pad, Ink, black, 50 ml	6	btl		
84	Stamp Pad, Ink, violet, 50 ml	6	btl		
85	Staple Wire, heavy duty, 23/13	100	box		
86	Staple Wire, heavy duty, 23/17	50	box		
87	Staple Wire copper, standard no. 35, 5000pcs/box	50	box		
88	Staple Wire metal, standard no. 35, 5000pcs/box	50	box		
89	Staple Remover, plier type	5	рс		
90	Stapler No. 35 w/ remover	10	рс		
91	Stapler binder type heavy duty, 25/13, 135sheets stapling cap.	3	рс		
92	Stapler, long arm 12" throat depth	3	рс		
93	Sticker paper, legal, white, 20sheets/pack	5	pack		
94	Sticky Note, 1x2inches, 1 color in pad, 100sheets/pad	200	pad		
95	Sticky Note, 2x3inches, 5 color in pad, 100sheets/pad	200	pad		
96	Sticky Note, 3x3inches, 5 color in pad, 100sheets/pad	200	pad		
97	Sticky Note, 3x4inches, 4 color in pad, 100sheets/pad	200	pad		
98	Sticky Note, 3x5inches, 5 color in pad, 100sheets/pad	200	pad		
99	Sticky Note, 4x6inches, 5 color in pad, 100sheets/pad	200	pad		
100	Tape dispenser, table top, for 24mm width tape	3	рс		
101	Tape, double sided, 12mm x 10 mtrs	. 20	rll		
102	Tape, double sided, 24mm x 10 mtrs	20	rll		
103	Tape, double sided, 48mm x 10 mtrs	20	rll		
104	Tape, electrical, 24mm x 18 mtrs	30	rll		
105	Tray, metal, 3 layers, detachable	20	рс		
106	Wall Clock	5	рс		
107	Alcohol, ethyl, 70% solution, galloon	20	gal		
108	Battery, dry cell, AA, 2pcs/pack	5	pack		
109	Battery, dry cell, AAA, 2pcs/pack	5	·pack		
110	Detergent powder, complete, 1kilogram	- 10	kl		· · · · · · · · · · · · · · · · · · ·
111	Glue, multi-purpose, 130 grms min.	5	jar		
112	Tape, Masking, 24mm x 50 yards	10	rll		
113	Tape, Masking, 48mm x 50 yards	10	rll		
114	Tape, Packaging, 48mm x 80 yards	10	rll		
115	Tape, Transparent, 24mm x 80 yards	10	rll		
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Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS REGIONAL OFFICE XIII

Name of Procur	ring Entity:	DPWH R.O. XIII, Butuan City	Request for C)uotation (F	PR No.).	2025-04-123	
Revised on:	ing Litery	Date:	April 23, 2025	Zuotation (i		Php 658,919	.00
Standard Form/							
COMP	ANY NAME:						
	ADDRESS:						
TEL. NO	O./FAX NO.:			TIN:			
representative, 1 TERMS and CONDIT. 1. All entries mu. 2. Delivery perio	to the BAC Sec CIONS: ust be typewritten od within (170	otaton for the item/s listed below, subjection A.M. of MAY 0.5 2025 retariat for Goods, DPWH Regional Office or legibly written. Cal. Days upon receipt of the approved function of the Revised IRR-RA 9184 shall be imposed for no	e XIII, J. Rosales Avenu ded Purchase Order (PO) A	e, Butuan Cit dministrative	, 0	Ang	d in person or thru vner or authorized
3. Warranty sha years for IT eq 4. Price validity s 5. PhiLGEPS Region of the quotati 6. Certified true Statement for Procurement 7. The DPWH res	all be for a miniming uipment from da shall be for a peric gistration Number, cion. The copy of Income or ABC Php50K & (Sect. 53.9 of the serves the right to	the three (3) months for supplies & material. to of acceptance by the end user. od of sixty (60) calendar days. certified true copy of Mayor's Permit and DTI of the copy of the copy of Mayor's Permit and DTI of the copy o	s; one (1) year for Equipme or SEC shall be attached upo love and Notarized Omnib of Purchase Order (PO) for rocess, and to rejects all bic	ent; three (3) on submission ous Sworn of r Small Value	1st ex 2nd ex 3rd ex The awa sum basi for all t	hief, Administrati BAC-Chairpe tension: tension: tension: rding for this RFQ v is. Prospective Suprice items. Otherwid for disqualification	ve Division erson vill be on a lump- bliers must quote lise they will be
ITEM No.		ITEMS AND DESCRIPTION		QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	e, Transparent.	48mm x 80 yards		10	rll		
		er clip, 19mm, 12pcs/box		100	box		
		r clip, 25mm, 12pcs/box		100	box		8
119 Clip	backfold/binde	er clip, 32mm, 12pcs/box		100	box		ii -
120 Clip	backfold/binde	er clip, 50mm, 12pcs/box		100	box		17.
Purposa: ass	an augusti f	Overter Cu page of F-vi-	hilder (FAIR) Resident		•	NEG = 1/20	
Please specify bi Bra Mo After havin Warranty and pr	orand names & and : odel : ng carefully read rice Validity are	Quarter Cy-2025 of Equipment Management D model, if applicable. d and accepted your General conditions, I left blank, it means that I concur with the	Pr / We quote you on the i Term and Conditions sp	Warranty: _ ice Validity: _ item (s) at pri	ces note al	bove. If the space	for Delivery period,
Tel. No.:	·: 975-9174	Telefax No.: 975-9174 c/o Procurement Staff email: bac_r13@dpwhnet.gov.p	h			ture over Printed / Cellphone No. ,	