Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ISABELA 1st DISTRICT ENGINEERING OFFICE
City of Ilagan, Isabela

Procuring Entity: DPWH-Isabela 1st District Engineering Office
Standard Form/Title: **REQUEST FOR QUOTATION**
Revised on:

P.R. No.: 2024-06-0047
P.R. Date: July 1, 2024
Office/End User: ADMINISTRATIVE SECTION

COMPANY NAME:
ADDRESS:
TEL.NO./FAX NO.:
T.I.N.:

24GBE34: Supply & Delivery of Common Use Office Supplies and Janitorial Supplies 3rd Quarter) for use in the DPWH-IFDEO
July 3-5, 2024

Please quote your price on the item(s) listed, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative **not later than 10:00 o'clock in the morning** of **July 9, 2024** to the BAC Chairman, DPWH, Isabela 1st DEO, Ilagan, Isabela and will be opened on the same day at 10:00 o'clock in the morning.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
*2. Delivery period within **30 calendar 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
3. Warranty shall be for a minimum of three (3) months for office supplies from the date of acceptance by the end-user.
4. Price validity shall be for a period of 60 calendar days.
***5. PhilGEPS Registration Certificate, Mayor's / Business Permit, DTI / SEC Registration, Tax Clearance** shall be attached upon submission of the quotation.*
6. A bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.
7. Bidders shall submit brochures showing certifications of the product, if applicable.
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10. RFQ can be submitted in person or thru registered email.
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*13. The approved budget ceiling for this procurement is **P 794,232.91***

WILLIAM PATRICK B. BERIN
Assistant District Engineer
BAC Chairman

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
COMMON USE OFFICE SUPPLIES					
1	Bond Paper A3, 70gsm	110	ream		
2	Calculator scientific (fx-991ES PLUS)	23	Unit		
3	Carbon paper	1	box		
4	Crayons (8 colors)	10	pack		
5	Cutter/Utility Knife, for general purpose, heavy duty	23	box		
6	Ear tag index tab clear (10pcs/pack)	135	box		
7	Envelope - expandable legal (brown)	500	piece		
8	Envelope-expandable long (blue)	50	piece		
9	Eraser, plastic/rubber big	7	piece		
10	Fastener, metal	19	box		
11	Fastener, plastic	4	box		
12	Filing storage box w/ lid 10"x12"x16" (hardbound)	14	piece		
13	Folder - expandable legal green	370	piece		
14	Folder - ordinary brown legal	70	piece		
15	Gun tucker	3	piece		
16	Gun tucker wire 4-8mm (5/32" - 5/16")	7	box		
17	Laminating film (100 pcs./ pack) A4 216mmx303mm for ID	2	pack		
18	Marker white board black	39	piece		
19	Marker permanent broad black	8	piece		
20	Marker permanent fine black	50	piece		
21	Parchment/construction paper green legal	5	pack		
22	Pen ballpen black XR 0.7mm	62	box		
23	Pen ballpen blue XR 0.7mm	2	box		
24	Pen ballpen red XR 0.7mm	2	box		
25	Pen gelpen/signing black 0.5	38	box		
26	Pen gelpen/signing black 1.0	4	box		
27	Pen gelpen/signing blue 0.5	14	box		
28	Pen gelpen/signing green 0.5	3	box		
29	Pen Permanent Drawing 8mm	7	box		
30	Pencil technical	6	box		
31	Photo paper A4 glossy	22	pack		
32	Pushpin	7	book		
33	Record book, official (150 pages)	7	book		
34	Rubber Band 50grams	5	box		
	Total Amount				

Brand and Model :
Delivery Period :

Price validity:
Warranty:

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Printed Name/Signature/Date

Tel. No /Cellphone No./Email Address

email address : dpwhisabela1stdeo@gmail.com
R02.16 jmce/ RPT 'WPBB

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WILLIAM PATRICK B. BERIN
Assistant District Engineer
BAC Chairman

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35	Ruler metal 12"	25	piece		
36	Ruler metal 24"	2	piece		
37	Sign here tag	60	pack		
38	Stamp dater	11	piece		
39	Stamp numbering (12 digits)	7	piece		
40	Stamp pad, felt (big)	19	piece		
41	Stamp pad Ink (violet)	11	btl		
42	Staple wire stainless standard #35	9	box		
43	Stapler big heavy duty w/ remover (for bulk papers)	17	piece		
44	Sticker paper (Glossy) A4	33	pack		
45	Sticker paper (Matte) A4	20	pack		
46	Stick-on/post it notes (76 x76mm)	30	pad		
47	Tape, double sided 1"	16	roll		
48	Tape, double sided ½"	15	roll		
49	Tape masking 48mm/2inch big	27	roll		
	Total Amount				

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Printed Name/Signature/Date

email address : dpwhisabela1stdeo@gmail.com

Tel. No /Cellphone No./Email Address

R02.16 jmce/RGT/WPBB

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WILLIAM PATRICK B. BERIN
Assistant District Engineer
BAC Chairman

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
JANITORIAL SUPPLIES					
50	Cleaner, toilet and urinal liquid 1000ml	41	bottle		
51	Broom hard (thick)	15	piece		
52	Broom soft (thick)	15	piece		
53	Deodizer/deodorant cake 50g	38	piece		
54	Dishwashing liquid 1000ml	42	bottle		
55	Disinfectant spray, aerosol big 500ml	36	can		
56	Doormat big	33	piece		
57	Dust pan, metal	9	piece		
58	Glass Cleaner with spray(500ml)	13	bottle		
59	Insect killer, aerosol 600ml	44	set		
60	Mop tornado	8	set		
61	Muriatic acid 1000ml	22	bottle		
62	Scouring pad big	11	pack		
63	Scrub brush for floor w/ handle	5	piece		
64	Sponge big	15	piece		
65	Toilet brush	3	piece		
66	Toilet tissue paper 3ply (12rolls)	58	pack		
67	Trash/Garbage bag (XXL)	38	pack		
68	Twine, plastic	3	roll		
69	Wastebasket/trash can big	2	piece		
70	Wastebasket/trash can small	1	piece		
	Total Amount				

Brand and Model : ______________________ Price validity: ______________________
Delivery Period : ______________________ Warranty: ______________________

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Printed Name/Signature/Date

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Tel. No /Cellphone No./Email Address

email address : amangdayao@gmail.com / melmarcammayo31@gmail.com
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Assistant District Engineer
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Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	OFFICE EQUIPMENT SUPPLIES AND CONSUMABLES				
71	Brother Toner Cartridge D60 Black Genuine	10	cart		
72	Brother Toner Cartridge BT5000 Cyan Genuine	5	cart		
73	Brother Toner Cartridge BT5000 Magenta Genuine	5	cart		
74	Brother Toner Cartridge BT5000 Yellow Genuine	5	cart		
75	Brother Toner Cartridge TN-2380 Genuine	3	cart		
76	EPSON ink 003 black	82	bottle		
77	EPSON ink 003 Cyan	37	bottle		
78	EPSON ink 003 Magenta	37	bottle		
79	EPSON ink 003 Yellow	37	bottle		
80	EPSON ink 008 Black	1	bottle		
81	EPSON ink 008 Cyan	1	bottle		
82	EPSON ink 008 Magenta	1	bottle		
83	EPSON ink 008 Yellow	1	bottle		
84	EPSON L1455 Maintenance Box	3	piece		
85	EPSON L15150 Maintenance Box	3	piece		
86	Fujixerox Drum Cartridge S2110 Genuine	3	cart		
87	Fujixerox Toner Cartridge S2110 Genuine	15	cart		
88	HP toner cartridge 83A Genuine	10	cart		
	Total Amount				

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