



P.R. No.: 2024-06-0048
P.R. Date: June 26, 2024
Office/End User: Maintenance Section

July 11-13, 2024

1. All entries must be typewritten or legibly written.
2. Delivery period within 7 **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
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.
8. Please indicate the brand for each items being offered, if applicable.
9. Bidder/s may submit an open or sealed quotation.
10. RFQ can be submitted in person or thru registered email.
11. The DPWH reserves the right to accept or reject any bid to annul the process and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.
12. **Every item must be accompanied by a price quotation. Bids not addressing or providing all items shall be considered non-responsive and, thus, automatically disqualified.**
13. The approved budget ceiling for this procurement is **P 990,464.78**

Tel. No /Cellphone No./Email Address