



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**LA UNION 2ND DISTRICT ENGINEERING OFFICE**  
San Joaquin Sur, Agoo, La Union



Name of Procuring Entity: DPWH-LUSDEO		Request for Quotation No.: <b>25GAF0004RFQ</b> PR No.: PR2025-06-0057			
Revised On:		Date: <b>06/25/2025</b>			
Standard Form Title: <b>REQUEST FOR QUOTATION</b>		Office/End-User: <b>DPWH-LUSDEO</b>			
Company Name:					
Address:					
Tel. No./Fax No.:					
Please quote your lowest price on the item(s) below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than <b>10:00 A.M. July 2, 2025</b> in the return envelope attached herewith, to the BAC-Secretariat, DPWH-La Union 2 <sup>nd</sup> District Engineering Office, San Joaquin Sur, Agoo, La Union					
<b><u>TERMS AND CONDITIONS:</u></b> <ol style="list-style-type: none"><li><i>All entries must be typewritten or legibly written.</i></li><li><i>Delivery period within Thirty (30) working days upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Section 69 of the Revised IRR RA 9184 shall be imposed for non-delivery without valid reason.</i></li><li><i>Warranty shall be a minimum of Three (3) month for supplies and materials; One (1) year for equipment; 3 years for IT Equipment from the date of acceptance by the end-user.</i></li><li><i>Price validity shall be for a period of One Hundred Twenty (120) calendar days.</i></li><li><i>G-EPS Registration Certificate, Mayor's Permit, Income/Business Tax Return/Tax Clearance and DTI.</i></li><li><i>Bidders shall submit original brochures showing Certifications of the product.</i></li><li><i>Please indicate the brand of each item being offered.</i></li><li><i>The approved budget ceiling for the procurement is <b>P 232,580.00</b></i></li></ol>					
<b>(sgd)</b> <b>RAUL P. GALI</b> Asst. Dist. Engineer BAC Chairperson					
Contract ID No.: <b>25GAF0004RFQ</b> Contract Name: <b>PURCHASE OF COMMON OFFICE SUPPLIES FOR USE IN DPWH LUSDEO, SAN JOAQUIN SUR, AGOO, LA UNION</b> Location of Contract: <b>DPWH LUSDEO, SAN JOAQUIN SUR, AGOO, LA UNION</b>					
Item no.	Items/Description	Quantity	Unit	Unit Price	Total Price
1	Sticker Paper Matte	10	pack		
2	Colored Paper 80 GSM (Green)	5	reams		
3	Puncher 2 holes	15	pcs		
4	Flourescent Marker (3pcs/set)	40	pcs		
5	Marker Permanent Black	36	pcs		
6	Marker Permanent Blue	36	pcs		
7	Marker Permanent Red	36	pcs		
8	White Board Marker Red	36	pcs		
9	Stamp pad Ink (Black)	36	pcs		
10	Stamp pad Ink (Blue)	36	pcs		
11	Glue, All Purpose 130grams	25	bottle		
12	Ruler 12"	30	pcs		
13	Note pad, stick on (2"x3") min	50	pad		
14	Note pad, stick on (3"x3") min	50	pad		
15	Fastener	50	box		
16	Scissors 8"	30	pcs		
17	Sign Pen Blue (0.5)	250	pcs		
18	Ball Point Pen Black	100	pcs		

19	Ball Point Pen Blue	100	pcs		
20	Stapler Standard Size	30	pcs		
21	Battery AA	50	pack		
22	Battery AAA	50	pack		
23	Clip, Backfold all metal 3/4 inch	48	box		
24	Clip, Backfold all metal 1 inch	48	box		
25	Clip, Backfold all metal 2 inch	48	box		
26	TAPE, TRANSPARENT, width: 2 inch	50	roll		
27	Correction Tape	80	pcs		
28	Epson Ink (003) Black	50	bottle		
29	Epson Ink (003) Cyan	25	bottle		
30	Epson Ink (003) Yellow	25	bottle		
31	Epson Ink (003) Magenta	25	bottle		
32	Universal Socket Adapter	15	pcs		
33	Computer Keyboard (USB Type)	10	pcs		
34	Computer Mouse (USB Type)	20	pcs		
35	Flash Drive 32 GB	30	pcs		
	X-X-X-X			<b>GRAND TOTAL</b>	

Brand & Model: \_\_\_\_\_

Price Validity: \_\_\_\_\_

Delivery Period: \_\_\_\_\_

Warranty: \_\_\_\_\_

After having carefully read and accepted your General Condition, I/We quote you on the item/s at prices noted above.

\_\_\_\_\_  
Printed Name and Signature/Date

\_\_\_\_\_  
Tel. No./CP. No./ E-mail Address