



REPUBLIC OF THE PHILIPPINES
Department of Public Works and Highways
SOUTHERN LEYTE 1ST DISTRICTENGINEERING OFFICE
Ibarra, Maasin City, Southern Leyte



Name of Procuring Entity: DPWH-SLDEO	P.R. No./Contract ID :
Revised on :	Date:
Standard Form/Title: Request for Qoutation	Office/End User: DPWH-SL1STDEO
COMPANY NAME:	
ADDRESS:	
TEL. NO./FAX No.	TIN NO:

Please quote your lowest 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 10:01 A.M. of _____ in the return envelope attached herewith, to the Goods & Services Division, Procurement Services, DPWH-SLDEO, Maasin City.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within **15 Cdays** 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 reason.
3. Warranty shall be for a mininum of three (3) months for supplies & materials; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilgesS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation. **(Income Tax Return and Omnibus Sworn statement for Procurement using the method of Small Value Procurement)**
6. Bidders shall submit original brochures of the product .
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **PHP 704,000.00**
9. Suppliers must have a physical store/service center within the province for technical purpose.
10. Supplier must be an Authorized Product Distributer with Certification.
11. Supplier must have no delayed delivery in the District and other District Offices.


CLAUDINE JHEAN M. ARNAIZ
Chief, Administrative Section
BAC Chairperson

ITEM/NO.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Data Filer 3x11x14 (thickness x length x height) side fastening	300	pcs		
2	Data Filer 3x9x15 (thickness x length x height) top fastening	300	pcs		
3	Data Filer 3x11 1/2 x15 (thickness x length x height) top fastening	200	pcs		
4	Data Filer 3x11 1/4x15 (thickness x length x height) top fastening	300	pcs		
5	Big Box 11x12x16	150	pcs		

TOTAL:			
<p><i>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 with the Terms and Conditions specified by DPWH.</i></p>			
<p>_____ Printed Name / Signature / Date</p>			
<p>_____ Tel. NO. / Cellphone NO. / E-mail Address</p>			