



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOUTHERN LEYTE 1st DISTRICT ENGINEERING OFFICE
Ibarra, Maasin City, Southern Leyte



Name of Procuring Entity: DPWH-SL1stDEO	(P.R. No.)/Contract ID No. :
Revised on :	Date :
Standard Form/Title REQUEST FOR QUOTATION	Office/End User : DPWH-SL1stDEO
COMPANY NAME	
ADDRESS	
TEL. NO./FAX No.	TIN :

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-SL1stDEO, Maasin City.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 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 reason.
3. Warranty shall be for a minimum 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. G-EPS 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 **P 134,400.00**
9. Must have a physical store/service center w/in the province for technical purpose
10. Supplier must be an Authorized Product Distributor w/ certification
11. Supplier must have no pending delivery in the District and other District offices


CLAUDINE JHEAN M. ARNAIZ
Administrative Officer V
Chief, Administrative Section
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Poloshirt w/ DPWH-Southern Leyte 1st DEO Logo	112	pieces		

Brand and Model _____

Delivery Period _____

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

Printed Name / Signature / Date

Tel. No. / Cellphone No. / E-mail Address