



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOUTH COTABATO 2ND
DISTRICT ENGINEERING OFFICE
City of Koronadal, South Cotabato Region XII

Name of Procuring Entity: **DPWH-SC2nd DEO**

Request for Quotation : **GMG-2024-0034**

Revised on :

Date : **August 27, 2024**

Standard Form/Title : **REQUEST FOR QUOTATION**

Office/End-User : **DPWH-SC2ND DEO**

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 **10:00 A.M. on September 3, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is **within Seven (7) calendar days** upon the 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 for IT Equipment from the date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate, Mayor's Permit, & DTI shall be attached upon submission of the quotation.
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 473,190.00.**

SUSAN M. TAPIT, MPA, JD

Engineer III
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Supply/Delivery of Office and Janitorial Supplies for use of DPWH-South Cotabato 2nd DEO, Koronadal City, South Cotabato for the 3rd Quarter of CY 2024				
1	ARCHFILE Folder, A4, blue	150	piece		
2	BALLPEN, black, fine point	120	piece		
3	BATTERY, size AA, 2 pcs./packet	6	packet		
4	BATTERY, size AAA, 2 pcs./packet	6	packet		
5	Calculator, 12 digits, 2 way power	5	piece		
6	CLIP, backfold, 19mm, 12s/box	30	box		
7	CLIP, backfold, 32mm, 12s/box	30	box		
8	COMPUTER INK, refill, 664, black	15	bottle		
9	COMPUTER INK, refill, 664, cyan	10	bottle		
10	COMPUTER INK, refill, 664, magenta	10	bottle		
11	COMPUTER INK, refill, 664, yellow	10	bottle		
12	CORRECTION PEN, metal ballpoint	30	piece		
13	CORRECTION TAPE	30	piece		
14	FLASH DRIVE, 32GB, capacity	10	piece		
15	FOLDER, long, ordinary, brown	200	piece		
16	LAMINATING FILM, long	200	piece		
17	MARKER, flourescent, 3 colors/set	30	set		
18	MARKER, permanent, black, fine	24	piece		
19	MARKER, whiteboard, black	20	piece		
20	Mouse, USB type	5	piece		
21	Paper clip, vinyl/plastic coat, 32mm	30	box		
22	PAPER FASTENER, regular size, plastic	50	box		
23	PAPER, colored, book, A-4, S-24, pink	30	ream		
24	PAPER, multicopy, 80gsm, size: 210mmx297mm, A4	500	ream		

Brand and Model :

Warranty :

Delivery Period :

Price Validity :

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

Printed Name / Signature / Date

R12.12

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



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOUTH COTABATO 2ND
DISTRICT ENGINEERING OFFICE
City of Koronadal, South Cotabato Region XII

Name of Procuring Entity: **DPWH-SC2nd DEO**

Request for Quotation : **GMG-2024-0034**

Revised on :

Date : **August 27, 2024**

Standard Form/Title : **REQUEST FOR QUOTATION**

Office/End-User : **DPWH-SC2ND DEO**

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 **10:00 A.M. on September 3, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is **within Seven (7) calendar days** upon the 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 for IT Equipment from the date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate, Mayor's Permit, & DTI shall be attached upon submission of the quotation.
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 473,190.00.**

SUSAN M. TAPIT, MPA, JD

Engineer III
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Supply/Delivery of Office and Janitorial Supplies for use of DPWH-South Cotabato 2nd DEO, Koronadal City, South Cotabato for the 3rd Quarter of CY 2024				
25	PAPER, multicopy, 80gsm, size: 210mmx297mm, legal	20	ream		
26	PAPER, forms, A3	20	ream		
27	PENCIL, lead with eraser	10	dozen		
28	PVC COVER, A4	100	piece		
29	RECORD BOOK, 200 pages (w/ page number per page), Hard Bound	20	book		
30	RECORD BOOK, 500 pages (w/ page number per page), Hard Bound	20	book		
31	SCISSOR, heavy duty	5	piece		
32	SIGN PEN, uniball, gel, 1.00mm, blue	30	piece		
33	SIGN PEN, blue, liquid gel ink	36	piece		
34	SIGN PEN, black, liquid gel ink	60	piece		
35	SIGN PEN, green, liquid gel ink	12	piece		
36	SIGN PEN, red, liquid gel ink	12	piece		
37	STAPLE WIRE, standard, #35	50	box		
38	STAPLER with remover	5	piece		
39	STICKER PAPER, 80gsm, A4 grams, satin	20	pack		
40	TAPE, masking, (1"), 24mm, 50 meters, length	50	roll		
41	TAPE, masking, (2"), 48mm, 50 meters, length	30	roll		
42	TAPE, duct, (2")	10	roll		
43	TAPE, double sided with foam	10	roll		
44	VELLUM BOARD #120, 230 gsm, A4	10	pack		
45	AIR FRESHENER, 280ml/can	24	can		
46	ALCOHOL, 70% isopropyl	20	gallon		
47	BROOM, soft (tambo)	10	piece		
48	BROOM STICK (tingting)	10	piece		

Brand and Model :

Warranty :

Delivery Period :

Price Validity :

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

Printed Name / Signature / Date

R12.12

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



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOUTH COTABATO 2ND
DISTRICT ENGINEERING OFFICE
City of Koronadal, South Cotabato Region XII

Name of Procuring Entity: DPWH-SC2nd DEO

Request for Quotation : GMG-2024-0034

Revised on :

Date : August 27, 2024

Standard Form/Title : REQUEST FOR QUOTATION

Office/End-User : DPWH-SC2ND DEO

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 **10:00 A.M. on September 3, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is **within Seven (7) calendar days** upon the 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 for IT Equipment from the date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate, Mayor's Permit, & DTI shall be attached upon submission of the quotation.
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 473,190.00.**


SUSAN M. TAPIT, MPA, JD
Engineer III
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Supply/Delivery of Office and Janitorial Supplies for use of DPWH-South Cotabato 2nd DEO, Koronadal City, South Cotabato for the 3rd Quarter of CY 2024				
49	DETERGENT POWDER, all purpose, 40 grams, sachet	50	dozen		
50	DETERGENT BAR	20	bar		
51	DISHWASHING PASTE, 200 grams	50	can		
52	DIPPER	10	piece		
53	DUSTPAN, non rigid, plastic	10	piece		
54	FABRIC CONDITIONER, sachet	50	dozen		
55	FLOWER POT, white, plastic, assorted sizes	1	ls		
56	FURNITURE POLISH, 330ml	24	bottle		
57	GLOVES, rubber	12	pair		
58	MOSQUITO SPRAY, 500ml	24	can		
59	NESTLING BASKET, with long handle, native (kaing)	5	piece		
60	OXALIC ACID, concentrate, 500 grams	20	pack		
61	PAIL, 20 liters capacity	5	piece		
62	SCRUBBING PAD	20	piece		
63	SOAP, bathroom, regular size	24	piece		
64	TRASH CAN, 20 liters	30	piece		
65	TISSUE PAPER (rolled)	20	roll		
66	TISSUE PAPER (facial)	30	box		
67	TONG (kimpit)	10	piece		
68	TRASHBAG, plastic, 100 pcs./pack	10	roll		

Brand and Model : _____ Warranty : _____
Delivery Period : _____ Price Validity : _____

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

Printed Name / Signature / Date

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