

Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS & HIGHWAYS  
**SURIGAO DEL SUR II**  
**DISTRICT ENGINEERING OFFICE**  
REGIONAL OFFICE XIII  
Mancarogo, Bislig City

Name of Procuring Entity: **Department of Public Works & Highways**

Request for Quotation (P.R. No.) : 2024-07-104

Revised on :

Date : July 2, 2024

Standard Form/Title **REQUEST FOR QUOTATION**

Office/End-User : Consolidated

COMPANY NAME :

ADDRESS :

T.I.N. No. :

Tel. No./Fax No. :

Please quote your lowest price on the item(s) listed below, subject to the Terms and Condition stated below and submit your quotation duly signed by your representative not later than 2:00 P.M. of **18 JUL 2024** in the return envelope attached herewith, to the BAC Secretariat, DPWH, Bslig City.

**TERMS AND CONDITIONS:**

1. All entries must be typewritten or legibly written.
2. Delivery period within ten ( 10 ) w.d. 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 from date of acceptance by the end-user.
4. Price validity shall be for a period of one hundred twenty (120) calendar days.
5. G.EPS Registration Certificate shall be attached upon submission of the quotation.
6. Bidders submit original brochure showing certifications of the product, if applicable.
7. Please indicate the brand for each items being offered.

The approved budget ceiling for this procurement is P 620,679.00

**ARMANDO R. SALINAS**  
Chief, Maintenance Section  
( BAC Chairman )

Purpose : For use in the Administrative Section, Finance Section, ICT, COA Office and Quality Assurance Section for the 3rd quarter CY-2024

Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL PRICE
1	Alcohol 70% Isopropyl , 500ml	53	btls		
2	Archive Folder Long with Pockwt	80	pcs		
3	Air Frehener 320ml	22	cans		
4	Broom soft	5	pcs		
5	Bond Paper A4	125	rms		
6	Bond Paper Long	20	rms		
7	Canon Ink 70 GI-70 PGBK	3	btls		
8	Canon Ink 70 GI-70 Cyan	3	btls		
9	Canon Ink 70 GI-70 Magenta	3	btls		
10	Canon Ink 70 GI-70 Yellow	3	btls		
11	Construction Paper Neon Green	70	pcks		
12	Correction Tape	32	pcs		
13	Diswashing Liquid 250ml (Smart)	32	btls		
14	Detergent Powder, 500 grms per pouch	16	pouch		
15	Dishwashing Paste Big (Smart)	10	tubs		
16	Epson Ink 008 Black	15	btls		
17	Epson Ink 008 Cyan	14	btls		
18	Epson Ink 008 Magenta	14	btls		

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.

Printed Name/Signature/Date

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

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DEPARTMENT OF PUBLIC WORKS & HIGHWAYS  
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Please quote your lowest price on the item(s) listed below, subject to the Terms and Condition stated below and submit your quotation duly signed by your representative not later than 2:00 P.M. of **10 JUL 2024** in the return envelope attached herewith, to the BAC Secretariat, DPWH, Bislig City.

**TERMS AND CONDITIONS:**

1. All entries must be typewritten or legibly written.
  2. Delivery period within ten ( 10 ) w.d. 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.
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**ARMANDO R. SALINAS**  
Chief, Maintenance Section  
( BAC Chairman )

Purpose : For use in the Administrative Section, Finance Section, ICT, COA Office and Quality Assurance Section for the 3rd quarter CY-2024

Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL PRICE
19	Epson Ink 008 Yellow	14	btls		
20	HP Laserjet Pro 226A	6	pcs		
21	Handwash Liquid Soap 500ml	22	btls		
22	Special Paper/ Construction Paper	30	packs		
23	Folder Long White 100pcs./pack	13	packs		
24	Fabric Conditioner 1L	7	btls		
25	Garbage Bag XL	16	packs		
26	Car Freshener Sheldan	5	cans		
27	Muriatic Acid	3	gals		
28	Mop with Handle (Heavy Duty)	6	pcs		
29	Record Book 300 pages (Valiant)	6	pcs		
30	Record Book 500 pages (Valiant)	10	pcs		
31	Hand Gloves (Sagety Gloves)	2	pcs		
32	Senior Executive Swivel Chairs	1	unit		
33	Dining Table Set with chairs	1	unit		
34	Sign Pen (Black)	13	bxs		
35	Sign Pen (Black)	13	bcs		
36	Sign Pen (Blue)	4	bcs		

Brand and Model :

Warranty :

Delivery Period :

Price Validity :

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

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COMPANY NAME :

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T.I.N. No.

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Please quote your lowest price on the item(s) listed below, subject to the Terms and Condition stated below and submit your quotation duly signed by your representative not later than 2:00 P.M. of July 10, 2024 in the return envelope attached herewith, to the BAC Secretariat, DPWH, Bslig City.

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**ARMANDO R. SALINAS**  
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( BAC Chairman )

Purpose : For use in the Administrative Section, Finance Section, ICT, COA Office and Quality Assurance Section for the 3rd quarter CY-2024

Item No.	ITEMS & DESCRIPTION	QTY.	unit	UNIT PRICE	TOTAL PRICE
37	Stampad Felt 60mm x 100mm	3	pcs		
38	Staple Wire Standard #35	19	bxes		
39	Calculator	2	unit		
40	Diswashing Sponge	10	pcs		
41	Sign Pen (Gel Pen 1.0mm)	1	box		
42	Stamp Pad Ink 60ml	5	btls		
43	Toilet Deodorant Cake	20	pcs		
44	Tissure Paper	140	rolls		
45	Toilet Bowl & Urinal Cleaner 500ml	14	btls		
46	Zonrox Bleach	9	gals		
47	Floor Mop (Spinning Mop with Bucket)	1	pc		
48	Toilet Bowl Brush	2	pcs		
49	Epson L15150 Maintenance Box	4	pcs		
50	Expanding Envelope Long Brown	35	packs		
51	Tape Transparent 48mm, 2"	8.00	rolls		
52	Tape Transparent 48mm, 1"	3	pcs		
53	Ruler	1	pc		
54	Double Sided Tape 1"	10	rools		

Brand and Model :

Warranty :

Delivery Period :

Price Validity :

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

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( BAC Chairman )

Purpose : For use in the Administrative Section, Finance Section, ICT, COA Office and Quality Assurance Section for the 3rd quarter CY-2024

Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL PRICE
55	Stapler with Remover #35	7	pcs		
56	Paper Fastener Metal	8	bxs		
57	Tape Masking 2"	24	rolls		
58	Puncher with ruler	1	pc		
59	USB 32GB	2	pcs		
60	Paper Fastener Plastic	2	bxs		
61	Permanent Marken Pen	4	pcs		
62	Brother, TN-3448 Toner	5	pcs		
63	Felt-Tip Pen Black	10	pcs		
64	Glass Cleaner	2	btls		
65	Pencil	1	box		
66	Ink Refill Permanent Marker Black	5	pcs		
67	Puncher, Heavy Duty	3	pcs		
68	Highlighters	6	pcs		
69	Whiteboard Marker Black	10	pcs		
70	Tape Masking 48mm, 50m length	10	rolls		
71	Binder Clip (51mm, 19mm, 32mm)	2	bxs		
72	Noepad 3x3	4	pcs		

Brand and Model : \_\_\_\_\_

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

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

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

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Printed Name/Signature/Date

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Item No.	ITEMS & DESCRIPTION	QTY.	Unit	UNIT PRICE	TOTAL PRICE
73	Paper Clip Gem Type 80mm	3	bxs		
74	Push Pins	3	bxs		
75	Paper Clam1"	3	bxs		
76	Ballpen, Black/Blue	2	dozen		
77	AAA,2pcs/pack	30	unit		
78	AA,2pcs/pack	30	unit		
79	Eraser,staedtler, Rasoplast (White&Blue)	10	pcs		
80	Metal Polisher (VS-1) 500ML	5	cans		
81	Pencil Sharpener, Stainless Steel w/ metal body	1	pc		
82	Tape Electrical	5	rolls		
83	Flourescent Tube 40watts	6	pcs		
84	Nixon Metal Leg Table (120x70)	1	unit		
85	HP 26A Toner Black	3	btls		
86	HP151A Toner Black	2	btls		
87	Extension Cord 4gang w/ universal & switch (10m)	5.00	unit		
88	Adjustable Wrenchb 12", Heavy Duty	2	pcs		
89	StepLadder-4-feet- Fiber Glass Twin Step, 300lb	1	pc		
90	Docu Center S2320 Toner	8	btls		

Brand and Model :

Warranty :

Delivery Period :

Price Validity :

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( BAC Chairman )

**Purpose :** For use in the Administrative Section, Finance Section, ICT, COA Office and Quality Assurance Section for the 3rd quarter CY-2024

Item No.	ITEMS & DESCRIPTION	QTY.	btls.	UNIT PRICE	TOTAL PRICE
91	Docu Center S2320 Image Drum	1	unit		
92	Docu Center S2320 Toner Cartridge	1	unit		
93	Feed Roller	1	set		
94	Retard Pad	1	pc		
95	Solid State Drive (SSD), 500GB	2	unit		
96	HP (Laserjet MFP M440NDA) Toner	1	unit		
97	Canon(Image runner 164i) Toner T06 Black	2	unit		
98	SSD 2.5 SATA III 7mm 512GB	2	unit		
99	SSD 2.5 SATA III 7mm 1TB	1	unit		
100	Docuprint M455DF Toner	4	pcs		
101	HP Laserjet 1102 Toner Cartridge	3	pcs		
102	Docu Center S2520 Toner cartridge	3	pcs		
	X-X-X-X-X-X-X-X-X-X-X				

Brand and Model : \_\_\_\_\_

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