Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE XII
Koronadal City

Name of Procuring Entity: DPWH Regional XII (PR No.): **PR-2024-07-155** Request for Quotation No.: **RFQ-2024-082**
Mode of Procurement: **SMALL VALUE PROCUREMENT** Date:
Standard Form/Title: **REQUEST FOR QUOTATION** Office/End-User: MAINTENANCE DIVISION

Company Name: _____
Address: _____
Tel. No./ FAX No.: _____ **TIN No.:** _____ **PhilGEPS Reg. No.** _____

Please quote your lowest price on the item (s) listed below, subject to the Terms and Conditions stated below and submit your quotation or your duly authorized representative not later than 10:00 AM of _____. In the return envelope attached herewith, to the BAC Secretariat, DPWH Region XII Compound, Cor. Alunan Avenue, Mabini St., Koronadal City

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 15 calendar days upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR of RA 9184 shall be imposed for non-delivery without valid reasons.
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for equipment from date of acceptance by end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. The Bidder shall attached upon the submission of the quotation the following:
   a. PhilGEPS Registration Certificate
   b. Mayor's/Business permit
   c. Income/Business Tax Return (Applicable on above Php 500,000.00)
   d. Omnibus Sworn Statement (Applicable on ABC above Php 50,000.00)
6. Bidders shall submit original brochures showing certifications of the product, if applicable.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **Php 284,800.00**

ZARKHAN P. MANSUNGAYAN, JD, SCL
Chief Administrative Division
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	TONER				
1	Optimum Toner Cartridge, OPT XC2022K Black, with service unit	8	cartridge		
2	Optimum Toner Cartridge, OPT XC2022C Cyan, with service unit	6	cartridge		
3	Optimum Toner Cartridge, OPT XC2022Y Yellow, with service unit	6	cartridge		
4	Optimum Toner Cartridge, OPT XC2022M Magenta, with service unit	6	cartridge		
	Nothing Follows				

Purpose: *For use in the office in PMO-Maguindanao 1st and 2nd District and Cotabato City.*

The awarding for this RFQ will be on lump-sum basis.
Prospective Suppliers must quote for all of the items
Otherwise, they will be subjected for disqualification

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

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices quote above. If the space of Delivery Period, Warranty Period and Price Validity are left blanks, it means that I concur with the Terms and Conditions specified by DPWH.

_____
Printed Name / Signature / Date

Tel. No. : (083)228-3908/09700410612
email address: dpwhr12.procurement@gmail.com
Regional Procurement Unit/BAC Secretariat, DPWH Region XII