



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**BUKIDNON 1ST DISTRICT ENGINEERING OFFICE**  
Malaybalay City, Bukidnon, Region X

Name of Procuring Entity:

Request for Quotation (P.R No.): **PC2007-01-0257**

Revised on:

Date: **AUG 06 2007**

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

Office/End-user:

**AUG 06 2007**

COMPANY NAME:

PhilGEPS No.:

ADDRESS:

TCC No:

TEL. NO./FAX NO:

TIN:

**(SMALL VALUE PROCUREMENT ABOVE 50K)**

Please quote your lowest price inclusive of VAT on the item/s listed below, subject to the Terms and Conditions of this RFQ, and submit your sealed quotation and other requirements duly signed by your representative not later than **1:30pm of AUG 12 2007** at the **Conference Room of Bukidnon 1st DEO, DPWH, Malaybalay City.**

Please observe proper sealing and marking of bids. All envelopes must contain the RFQ number and name to be bid, name and address of the bidder and address to the BAC Chairman & bear a warning "DO NOT OPEN BEFORE . . . date and time for the opening. No bids shall be submitted through email. Sealed quotation must meet the following requirements.

**TERMS AND CONDITIONS:**

- All entries must be typewritten or legibly written
- Delivery period** is within \_\_\_\_\_ 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 reasons.
- Warranty** must be submitted after acceptance by the procuring entity of the delivered supplies in the following conditions and terms of warranty:  
**Expendable Supplies** (consumed in used within 1 year like fuel, spareparts and etc.)  
**Non-Expendable Supplies** (serviceable in more than one (1) year like furniture, fixtures and etc.)  
**IT Equipments** (computers, printers and etc.)  
4. **Price validity** shall be for a period of sixty (60) calendar days.  
5. PhilGEPS Registration , Mayor's Permit , DTI , Income/Business Tax Return, Tax Clearance Certificate and Omnibus Sworn Statement shall be attached upon submission of quotation.  
6. Bidders shall submit original brochures showing certifications of the product , if applicable  
7. Please indicate the "**BRAND NAME/MODEL**" for each items being offered  
8. The approved budget ceiling (ABC) for this procurement is **₱393,960.00**  
9. The awarding for this RFQ will be on a lump-sum basis. Prospective Suppliers must quote for all of the items, otherwise they will be subjected for disqualification.  
10. Supplier must have an official store/registered establishment - Geotagged Photos of Actual Store of Supplier (Outside and Inside) must submit along with their quotation.

**RAQUEL Y. CHATTO**  
BAC Chairperson

**-3 MONTHS**

**-1 YEAR**

**-3 YEARS**

ITEM NO.	ITEM AND DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Toner cartridge, OPT-XC2450K	10	tubes		
2	Toner cartridge, OPT-XC2450C	8	tubes		
3	Toner cartridge, OPT-XC2450M	8	tubes		
4	Toner cartridge, OPT-XC2450Y	8	tubes		
TOTAL					

Purpose:

Supply and delivery of office supplies toner for use in the maintenance section.

Brand and Model:

Warranty:

Delivery Period:

Price Validity:

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

Printed Name & Signature, Date

Contact Number/E-mail Address