



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Region X
OFFICE OF THE DISTRICT ENGINEER
Cagayan de Oro City 1st District Engineering Office
Bulua, Cagayan de Oro City



Name of Procuring Entity: CDO 1st DEO

Request for Quotation (P.R. No. 2024-01-014): 2024-01-001

Revised on:

Date: January 25, 2024

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

Office/End-User: Finance Section

COMPANY NAME:

ADDRESS:

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 2:00 p.m. of JAN. 30, 2024 in the return envelope attached herewith, to the BAC Secretariat for for Goods, 10th RES Compund, Bulua, Cagayan de Oro City.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within thirty (30) c.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 sixty (60) calendar days.
5. Phil-GEPS Registration Certificate, the following documents must be updated: Mayor's Business Permit, DTI, Income/ Business Tax Return, Tax Clearance and Omnibus Sworn Statement (DPWH-G&S-18) shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product , if
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is Php 312,683.04
9. Submission of RFQ thru e-mail shall not be entertained.
10. Bids submitted thru Representatives must present their Special Power of Attorney together with their valid ID.


MABEL F. SAA
Chief, Maintenance Section
BAC- Chairperson

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.

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	A3 COLOUR MULTIFUNCTION PRINTER - COLORED - COPIER, PRINTER, SCANNER (25 PAGES PER MINUTE FOR PRINT AND PHOTOCOPY OUTPUT, AUTOMATIC BACK TO BACK AND DOCUMENTS FEDER, ELECTRONIC SORTING, MOBILE PRINTING, LED PRINT TECHNOLOGY).	1	unit		
	X-X-X-X-X-X-X-X-X-X-X-X-X				

PURPOSE: For use in Finance Section (Budget Unit) for Printing, Photocopy and Scanning of all Files in Accounting and Budget Unit.

Brand and Model: _____

Delivery Period: _____

Warranty: _____

Price Validity: _____

After having carefully read and accepted your General Conditions, I / We quote you in 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 specified by DPWH.

BAC-Secretariat:
Tel. No. 880-0177 Local 74619

Printed Name/Signature/Date

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



Website: <https://www.dpwh.gov.ph>
Tel. Nos. (088)-557-3016 / 880-0177



ISO 9001