

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
AURORA DISTRICT ENGINEERING OFFICE
Brgy. Reserva, Baler, Aurora

Name of Procuring Entity : Request for Quotation (P.R. No.) : **2024-11-0170**
Revised on : Date : **November 13, 2024**
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : **Various Section**
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. of November 28, 2024 in the return envelope attached herewith, to the Procurement Services, Brgy. Reserva, Baler, Aurora.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 15 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; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS 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 P 252,752.00


NICOMEDES G. NOHAY
Engineer III
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Purchase, supply and delivery of common-use supplies not available at Procurement Service for use of Various Section					
	Ballpoint Pen, black, 0.5mm	57	piece		
	Ballpoint Pen, blue, 0.5mm	148	piece		
	Ballpoint Pen, red, 0.5mm	3	piece		
	Battery, dry cell, AA, 2 pieces per blister pack	16	pack		
	Battery, dry cell, AAA, 2 pieces per blister pack	36	pack		
	Clip, Blackfold, all metal, clamping: 25mm	180	box		
	Clip, Blackfold, all metal, clamping: 32mm	59	box		
	Clearbook filler, long, 10's/pack	10	pack		
	Correction Pen, 7ml	3	piece		
	Correction Tape, film base type, UL 6m min	68	piece		
	Dater	4	piece		
	Envelope, Documentary, A4	1	box		
	Envelope, Documentary, legal	2	box		
	Envelope, Expanding, kraft	2	box		
	Envelope, Mailing, white, 70gsm	5	box		
	Eraser, Plastic/Rubber	9	piece		
	Extension Wire, 1meter, 4 gang with switch, heavy duty	2	piece		
	External Hard Drive, 1TB	4	unit		
	Fastener, Plastic	22	box		
	Fluorescent Lamp, Linear tubular, 9 watts (warm light) w/o ballast	20	piece		
	Folder, Pressboard, 240mm x 370mm, blue	2	box		
	Folder, Pressboard, 240mm x 370mm, white	3	box		
	Glue, all purpose, gross weight: 200 grams min	8	bottle		
	Ink, refill, for continuous printer, genuine (001) 127ml, black	2	bottle		
	Ink, refill, for continuous printer, genuine (001) 70ml, cyan	1	bottle		
	Ink, refill, for continuous printer, genuine (001) 70ml, magenta	1	bottle		

Brand and Model : Warranty :

I After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices note above.
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 specified by DPWH.

Printed Name / Signature / Date

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

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NICOMEDES G. NOHAY
Engineer II
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Purchase, supply and delivery of common-use supplies not available at Procurement Service for use of the District Office					
	Ink, refill, for continuous printer, genuine (001) 70ml, yellow	1	bottle		
	Ink, refill, for continuous printer, genuine (003) 65ml, black	4	bottle		
	Ink, refill, for continuous printer, genuine (003) 65ml, cyan	4	bottle		
	Ink, refill, for continuous printer, genuine (003) 65ml, magenta	4	bottle		
	Ink, refill, for continuous printer, genuine (003) 65ml, yellow	4	bottle		
	Ink, refill, for continuous printer, genuine (T774) 140ml, black	4	bottle		
	Ink, refill, for continuous printer, genuine (664) 70ml, black	15	bottle		
	Ink, refill, for continuous printer, genuine (664) 70ml, cyan	15	bottle		
	Ink, refill, for continuous printer, genuine (664) 70ml, magenta	15	bottle		
	Ink, refill, for continuous printer, genuine (664) 70ml, yellow	15	bottle		
	Ink, refill, for continuous printer, genuine 170ml, (GI-70) pigmented black	7	bottle		
	Ink, refill, for continuous printer, genuine, 70ml, (GI-70) cyan	5	bottle		
	Ink, refill, for continuous printer, genuine, 70ml, (GI-70) magenta	5	bottle		
	Ink, refill, for continuous printer, genuine, 70ml, (GI-70) yellow	5	bottle		
	Ink, refill, for continuous printer, genuine (008) 127ml, black	4	bottle		
	Ink, refill, for continuous printer, genuine (008) 70ml, cyan	2	bottle		
	Ink, refill, for continuous printer, genuine (008) 70ml, magenta	2	bottle		
	Ink, refill, for continuous printer, genuine (008) 70ml, yellow	2	bottle		
	Maintenance Box, T04D1, genuine	3	piece		
	Marker, whiteboard, bullet type, black	9	piece		
	Marker, whiteboard, bullet type, blue	8	piece		
	Marker, whiteboard, bullet type, red	6	piece		
	Marker, Permanent, bullet type, black	5	piece		
	Marker, Permanent, bullet type, blue	1	piece		
	Note Pad/Index Tab, stick on, fluorescent pad, tag/bookmark sticky note	20	pad		
	Note Pad, stick on, 50mm x 76mm (2" x 3") min	35	pad		

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NICOMEDES G. NOHAY
 Engineer III
 BAC Chairperson

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	Note Pad, stick on, 76mm x 76mm (3" x 3") min	25	pad		
	Note Pad, stick on, 76mm x 100mm (3" x 4") min	10	pad		
	Paper Board, Long, cream	10	pack		
	Paper Board, A4, white	3	pack		
	Paper Board, Long, white	15	pack		
	Paper Clip, vinyl/plastic coat, length: 32mm min	8	box		
	Paper, Multicopy, A3, 70gsm	11	ream		
	Paper, Multi-Purpose, Letter, 70gsm	10	bottle		
	Paper, Multi-Purpose, A4, 70gsm	11	bottle		
	Paper, Multi-Purpose, Legal, 70gsm	4	bottle		
	Philippine National Flag	4	piece		
	Photopaper, A4, glossy	25	pack		
	Print head replacement, genuine, black	4	cartridge		
	Print head replacement, genuine, colored	4	cartridge		
	Replacement Ink Pad for dater	3	piece		
	Rubber Band, No. 18	5	box		
	RULER, 12"	2	piece		
	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip	30	piece		
	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	73	piece		
	Stamp Pad Felt	2	piece		
	Staple Wire, heavy duty, binder type (23/13)	10	box		
	Staple Wire, heavy duty, binder type (23/17)	2	box		
	Sticker Paper, A4, matte	60	pack		
	Tape, Double Sided, 12mm x 5 meters	4	roll		
	Tape, Double Sided, 24mm	2	roll		
	Tape, Double Sided, Blister pack, 18mm x 10meters	3	roll		

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	Tape, Double Sided, Traceless Trips, Multifunction Nano Tape Strongly Sticky, 24mm	3	roll		
	TAPE, DUCT, 48mm	4	roll		
	Tape, Electrical, 18mm x 16M min	1	roll		
	Tape, packaging, width: 48mm (±1mm)	5	roll		
	Technical Drawing Pen, 0.3mm needle tip, black	6	piece		
	Tissue, interfolded paper towel, 1 Ply, 175 pulls/pack	69	pack		
	CLEANING EQUIPMENT & SUPPLIES				
	Alcohol, isopropyl, 500ml	34	bottle		
	Air Freshener, gel type	5	piece		
	Broom, soft (tambo)	3	piece		
	Broom, stick (TING-TING)	6	piece		
	Brush for toilet and lavatories	2	piece		
	Cleaner, Toilet Bowl and Urinal, 900ml-1000ml cap	23	bottle		
	Detergent Powder, all purpose, 1kg	36	pouch		
	Disinfectant, bleaching solution, 1 gallon	36	gallon		
	Disinfectant, spray, 400-550 grams	4	can		
	Door Mat, cloth	24	piece		
	Fabric Conditioner, 800-900ml	24	bottle		
	Hand soap, liquid, antibacterial, 800ml-1L	37	bottle		
	Insecticide, aerosol type, 600ml/can	12	can		
	Spin Mop	3	piece		
	Trash Bin, medium, 80 liters, wheeled, black, heavy duty	4	piece		
	****nothing follows****				

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