



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL 2ND DISTRICT ENGINEERING OFFICE
Ubay, Bohol

24-02-007

Name of Procuring Entity : Request for Quotation (P.R. No.):
Revised on : Date: 21 FEB 2024
Standard Form/Title : REQUEST FOR QUOTATION Office/End-User: Admin. Section

COMPANY NAME :

ADDRESS :

TEL No. /FAX No. : TIN No. :

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 after 10:A.M. of _____ in the return enveloped attached herewith to the BAC Secretariat for Goods, DPWH Bohol 2nd Engineering District, Ubay, Bohol.

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within _____ upon receipt of the approved funded Purchase Order (P.O.) Administrative penalties pursuant to Section 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 and materials, one year for Equipment; 3 years It Equipment from the date of acceptance by the end - user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPIS Registration Certificate/Mayor's Permit/DTI shall attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product.
7. Please indicate the brand of each items being offered.
8. The approved budget ceiling for the procurement is _____.

MARTIN A. PELARADA
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	HAND SOAP, Liquid	6	gallon		
2	DETERGENT POWDER, 65grams, all purpose	45	dzn		
3	DISINFECTANT SPRAY, 500ml	5	bottle		
4	FURNITURE CLEANER, 300mL/can min	30	bottle		
5	TOILET BOWL & URINAL CLEANER, 500ml	20	bottle		
6	TOILET DEODORANT, deoderizer/moth proofer 50gms	80	pcs		
7	TRASHBAG, plastic, black, Large, 26"x32"	120	roll		
8	TRASHBAG, plastic, black, Small, 18"x20"	40	roll		
9	Air Freshener, 320ml	20	btl		
10	ALCOHOL, 70%	10	gallon		
11	TISSUE (9 roll per pack)	24	pck		
12	DISWASHING paste, 200grms	40	cups		
13	FABRIC CONDITIONER (25 ml/pack)	45	dzn		
14	BLEACHING LIQUID (500ml)	10	bottle		
15	MOP, screw type	4	piece		
16	DUSTPAN	3	piece		
17	BROOM (Lanut)	8	piece		
18	BROOM (tingting)	3	piece		
19	Mop Head	6	piece		
20	Wet Wipes, size 150 x 190 mm, 90 Sheet	20	pack		
21	Glade, Air Freshener Automatic Refill, 175g/269ml (Ocean Escape)	40	btl		
			sub total		

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MARTIN A. PELARADA
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
22	Anti Slip Door Mat Rug (Loop/spaghetti style) 1.22 mtr x 2mtr each	4	mtrs		
23	Blue Tablet, toilet Bowl Cleaner	30	tablet		
24	Herbicide	2	gallon		
25	Muriatic Acid, 500ml	12	btl		
	X-----X-X-X-X				
			<i>sub total</i> -----		
			Total -----		-

Purpose: for use in DPWH Bohol 2nd DEO.	
Brand and Model: _____	Warranty: _____
Delivery period: _____	Price Validity: _____
<p><i>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 the delivery period, warranty and price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.</i></p>	
Telefax: 518-8051 / 518-8050 email: dpwhbohol@yahoo.com	_____ Printed Name / Signature / Date
Tel. No / Cellphone No. / E-mail Address	

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: **BOHOL 2ND DEO**
Office Location : **Ubay, Bohol**

FINAL ANNUAL PROCUREMENT PLAN FOR FY 2024

P.R. No. 1	Contract Package (Description)	Procurement Method	ABC: (Fund Source)	PROCUREMENT SCHEDULE						
				Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	Common Office Supplies									
	1. Common Office Supplies	shopping	6,138,822.62							
	2. Common Computer Supplies/Consumables	shopping	13,172,981.90							
	3. Common Janitorials Supplies	shopping	963,880.70							
	4. Common Office Equipment	shopping	4,268,569.00							
	5. IT Equipment and Software	shopping	30,962,733.59							
	6. Common Electrical Supplies	shopping	1,462,373.50							
	7. Other Categories	Public Bidding/Shopping	117,084,804.77							
	INVENTORY									
	1. Inventory/Common Office Supplies	shopping	881,625.50							
	2. Inventory/Common Computer Supplies	shopping	2,559,684.90							
	3. Inventory/Common Office Devices	shopping	113,165.80							
	4. Inventory/Common Janitorials Supplies	shopping	217,229.12							
	5. Inventory/Common Office Equipment	shopping	151,472.00							
	6. Inventory/IT Equipment and Software		161,200.00							
Total Budget Amount			Php	178,138,523.40						

PREPARED BY:

RECOMMENDED BY:

APPROVED BY:


PRIMITIVA E. ABAN
Procurement Engineer


MARTIN A. PERALADA
BAC Chairman


FERNANDO J. TANAGSA
OIC - District Engineer

*PR No. = Purchase Request No.

*ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMP) prepared by the Project Management Offices (PMOs) into an Annual Procurement Plan (APP). The APP shall bear the approval of the head of the procuring entity. Updating the PPMP and the consolidated APP shall be undertaken every six (6) months or as often as required by the head of the procuring entity.

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: Admin. Section
Office Location: Urdy, Bldg. 6

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) 2024

PROJECT 1 PROCUREMENT MANAGEMENT PLAN (PPMP) 2024													
P.R. No. 1	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC2 (Fund Source)	PROCUREMENT SCHEDULE					
								Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 c.d. before submission of bid	Submission and Receipts of bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)
	1. Common Office Supplies	shopping		151,192.70		143,372.70							
	2. Common Computer Supplies/ Consumables	shopping	225,800.00	206,335.30	180,300.00	148,460.50							
	3. Common Janitorials Supplies	shopping	164,965.00	22,600.00	151,665.00	22,600.00							
	4. Common Office Devices and Equipment	shopping	662,700.00	31,800.00									
	5. Furniture and Fixture	shopping	519,000.00										
	6. IT Equipment and Software	shopping	1,212,700.00										
	7. Other Categories	shopping	113,370.00										
	8. Common Electrical Supplies	shopping	110,870.00		48,000.00								
	9. Fire Fighting Equipment & Accessories	shopping	64,000.00										
	10. Air Condition Maintenance Service:	shopping	91,800.00	91,800.00	91,800.00	91,800.00							
	11. Elevator Maintenance Services	shopping	65,000.00	65,000.00	65,000.00	65,000.00							
TOTAL EVERY QTR. -----			3,230,208.00	568,728.10	536,765.00	471,233.20							
Total Budget Amount			Php 4,806,931.40										
PREPARED BY: _____ EVALUATED BY: (To be included in the _____) RECOMMENDED BY: _____													

PREPARED BY:

EVALUATED BY: (To be included in the DPWH Budget Proposal)

RECOMMENDED BY:

APPROVED BY

VIRGILIO B. AGUIRRE

Admin. Officer V

NILDA B. VIRTUOSO

Budget Officer

DIOSDADO C. VIRENDAVIO

OIC-Mat / District Engineer

FERNANDO J. TALAGSA

OIC-District Engineer

198 No. = Purchase Request No.
248C = Approved Budget for the Contract

**ITEMIZED LIST OF GOODS
CY 2024**

Office/Unit: ADMINISTRATIVE SECTION
District DPWH-Bohol 2nd District Engineering Office, Ubay, Bohol

		UNIT		TOTAL		DISTRIBUTION BY QUARTERS			
Category / Nature and Description / Specification		UNIT	PRICE	QTY	AMOUNT	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.
COMMON JANITORIAL SUPPLIES									
1	HAND SOAP, Liquid	gallon	390.00	12	4,680.00	6	2,340.00	6	2,340.00
2	DETERGENT POWDER, 655grams, all purpose	kg	135.00	90	12,150.00	45	6,075.00	45	6,075.00
3	DISINFECTANT SPRAY, 500ml	bottle	760.00	10	7,600.00	5	3,800.00	5	3,800.00
4	FURNITURE CLEANER, 300ml/can min	bottle	465.00	60	27,900.00	30	13,950.00	30	13,950.00
5	TOILET BOWL & URINAL CLEANER, 500ml	bottle	120.00	60	7,200.00	30	3,600.00	30	3,600.00
6	TOILET DEODORANT, deodorizemeth powder 50gms	box	50.00	160	8,000.00	80	4,000.00	80	4,000.00
7	TRASH-BAG, plastic, black, Large, 26"x32"	roll	80.00	240	19,200.00	120	9,600.00	120	9,600.00
8	TRASH-BAG, plastic, black, Small, 16"x20"	roll	55.00	80	4,400.00	40	2,200.00	40	2,200.00
9	Air Freshener, 320ml	box	250.00	30	7,500.00	15	3,750.00	15	3,750.00
10	ALCOHOL, 70%	gallon	700.00	30	21,000.00	15	10,500.00	15	10,500.00
11	TISSUE (9 roll per pack)	pkg	210.00	48	10,080.00	24	5,040.00	24	5,040.00
12	DISWASHING paste, 200gms	cups	45.00	80	3,600.00	40	1,800.00	40	1,800.00
13	FABRIC CONDITIONER (25 ml/pack)	kg	110.00	90	9,900.00	45	4,950.00	45	4,950.00
14	BLEACHING LIQUID (500ml)	bottle	39.00	40	1,560.00	20	780.00	20	780.00
15	MOP screw type	piece	450.00	8	3,600.00	4	1,800.00	4	1,800.00
16	DUSTPAN	piece	160.00	6	960.00	3	480.00	3	480.00
17	BROOM	piece	180.00	16	2,880.00	8	1,440.00	8	1,440.00
18	BROOM (finishing)	piece	60.00	6	360.00	3	180.00	3	180.00
19	Mop Head	piece	160.00	12	1,920.00	6	960.00	6	960.00
21	Janitorial Hand Gloves, Heavy Duty	pair	135.00	12	1,620.00	6	810.00	6	810.00
22	Liquid Sosa, 1ltr	bl	180.00	12	2,160.00	6	1,080.00	6	1,080.00
23	Wipes, size 150 x 190 mm, 90 Sheet	pack	135.00	40	5,400.00	20	2,700.00	20	2,700.00
25	Glade, Air Freshener Automatic Refill, 115g/roll (Pawer Ploom & Berry Bliss, Lavender & Vanilla, Ocean Escape)	bl	350.00	80	28,000.00	40	14,000.00	40	14,000.00
26	Door Mat, (Out Door) 1.22 mtr x 2mtr	mtrs	4,200.00	8	33,600.00	4	16,800.00	4	16,800.00
27	Blue Tablet, toilet Bowl Cleaner	tablet	45.00	120	5,400.00	60	2,700.00	60	2,700.00
28	PVC Fan Rake with Handle	pc	520.00	24	12,480.00	12	6,240.00	12	6,240.00
29	Dispenser, Jumbo Toilet Paper Roll	pc	990.00	16	15,840.00	8	7,920.00	8	7,920.00
30	Tissue, 200m, 3ply, 8cm thick, Jumbo	roll	300.00	160	48,000.00	80	24,000.00	80	24,000.00
31	Floor Wax, Liquid, Concentrated, for vinyl use	gallon	2,400.00	26	62,400.00	13	31,200.00	13	31,200.00
32	Dust Mop, size 24"	pc	520.00	2	1,040.00	-	-	2	1,040.00
32	Dust Mop Head, size 24", Refill	pc	300.00	5	1,500.00	-	-	5	1,500.00
33	Herbicide	gallon	2,100.00	6	12,600.00	2	4,200.00	2	4,200.00
34	Muriatic Acid, 500ml	bl	55.00	24	1,320.00	12	660.00	12	660.00
TOTAL EVERY QTR.					184,985.00	22,600.00	151,665.00	22,600.00	