



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

25-03-013

Name of Procuring Entity : Request for Quotation (P.R. No.) :  
Revised on : Date : MAR 07 2025  
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User :  
**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 10:00 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:**

- All entries must be typewritten or legibly written.
- Delivery period 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 reason.
- Warranty shall be for a minimum of three (3) months for supplies and materials, one year for Equipment; 3 years for Equipment from the date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- G-EPIS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
- Bidders shall submit original brochures of the product.
- Please indicate the brand of each item being offered.
- The approved budget ceiling for the procurement is ₱75,000.00.

**APPROVED FOR POSTING**

**THERESA OLIVIA F LOPOS**  
**DISTRICT PUBLIC INFORMATION OFFICER**  
**SIGNATURE:**

**DATE:** 3-19-25

**DIOSCORO C. VERDIZO**  
**BAC CHAIRMAN**

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Desktop Computer	7	unit		
<b>SPECIFICATIONS FOR DESKTOP COMPUTER:</b>					
<b>Computer:</b>					
Processor & Chipset	Core-i5 (13th Gen) or its equivalent, minimum of 14-cores and 4.80 GHz max turbo frequency				
Internal Memory	16GB DDR4				
Storage	1TB 7200RPM HDD + 512GB SSD				
Display & Graphics	21-inch Diagonal Full High-Definition Wide Screen or Wide Viewing Angle IPS Display (same brand as CPU); Integrated graphics memory				
Audio	Integrated Sound Card with internal/external speaker				
Expansion Slot	4 slots on-board, at least 1 PCI Express slot				
I/O Ports	Minimum of 6 USB slots (at most 1 Type-C), HDMI / Display Port, Audio Port, Ethernet (RJ-45)				
Network Interface	Integrated Gigabit Ethernet				
Casing	Two (2) external drive bays				
<b>Software:</b>					
Operating System	Licensed OEM Windows 11 Professional 64-bit with media installer. Must be activated with Microsoft prior to delivery.				
Recovery Media	All drivers and utilities must be stored in any electronic storage media. It must be properly labelled and virus free.				
Office Software	Microsoft Office Standard (latest version) under Cloud Solution Provider (CSP) Agreement. The licenses must be perpetual and transferrable. It must be licensed and named after the DPWH and can be added to the Department's existing tenant domain dpwhgovph.onmicrosoft.com and primary domain dpwh.gov.ph. The Supplier must present a certificate as a Certified CSP Direct Partner in the Philippines				
<b>Accessories:</b>					
Keyboard	Manufacturer's Standard (same brand as the Computer)				
Mouse	Optical with mouse pad (same brand as the Computer)				
Webcam	2MP FHD				
Headset	Headset with Microphone (1-meter cable length, with noise cancellation feature, audio jack/usb connections type. Must be compatible with the offered desktop)				
Power Supply	Manufacturer's Standard				
Cables and Connectors	All necessary cables and connectors; patch cord (CAT6, factory crimped with RJ-45 connector, 5 meters, preferably color orange).				
<b>Other Requirements:</b>					
Brand and Model	Must be globally recognized brand of computers and has been marketed in the Philippines for the last (10) years. It must be in the current catalog and not end-of life. The Manufacturer's certificate is required.				
Components	All components must be the same brand as the Computer (except for the webcam, and headset) and				



$$25 - 03 - 013$$

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**TERMS AND CONDITIONS:**

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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 and materials, one year for  
Equipment; 3 years for 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-EPS 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 item being offered.
8. The approved budget ceiling for the procurement is 875,000.00.

APPROVED FOR POSTING

**TERESA OLIVIA F LOPOS**  
 DISTRICT PUBLIC INFORMATION OFFICER  
 SIGNATURE:

DATE: 3-19-25

DIOSDORO C. VIRYDAZO  
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
	manufacturer installed. The supplier is not allowed to change or add any components to the equipment.				
Regulatory	ENERGY STAR certified (with Energy Star Stamp). For Desktop Computers that do not carry an Energy Star label, an appropriate means of proof of Energy consumption levels shall be submitted such as a technical dossier of the manufacturer or a test report from a recognized body to demonstrate compliance with this requirement.				
Documentation and Media	All equipment shall be supplied with the standard manufacturer documentation, on any electronic storage media and hard copy version where available.				
Warranty and Maintenance	The Supplier must provide a 1-year warranty on all parts including mouse, headset with microphone and associated software and onsite labor from the Date of the Inspection and Acceptance Report (IAR).				
Technical Support	The local technical support shall include telephone and email, 8 hours per day (8:00am - 5:00pm), 5 days a week (Monday-Friday) for problem resolution. Support shall have a response time of next business day.				
Additional Notes	The UPS (650VA) shall be issued in bundle with the Desktop Computer for Administrative Use tech specs. This technical specification shall be issued along with the Certification issued by IMS.				
Purpose :	ICT Equipment for use in the Finance Section				

Brand and Model: \_\_\_\_\_ Warranty: \_\_\_\_\_  
Delivery Period: \_\_\_\_\_ Price Validity: \_\_\_\_\_

*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.*

Telefax: 518-8051 / 518-8050  
email: downboho2@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 2025

P.R. No.	Contract Package (Description)	Procurement Method	ABC <sup>1</sup> (Total Source)	PROCUREMENT SCHEDULE						
				Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre Bid Conference (1 c.d.) 12 c.d. before submission	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-qualification (1 c.d.)	Award of Contract (2 c.d.)
	<b>SUPPLIES</b>									
	1. Common Office Supplies	Public Bidding	4,937,728.79							
	2. Common Computer Supplies/Consumables	Public Bidding	6,920,958.00							
	3. Common Janitorials Supplies	Public Bidding	1,220,520.00							
	4. Common Office Equipment	Public Bidding	2,020,482.00							
	5. IT Equipment and Software	Public Bidding	9,002,358.90							
	6. Common Electrical Supplies	shopping	223,885.00							
	7. Repair and Maintenance of Vehicles									
	7.a. Quality Assurance Section	Small Value Procurement	592,520.00							
	7.b. Construction Section	Small Value Procurement	521,800.00							
	7.c. Finance Section	Small Value Procurement	136,400.00							
	7.d. Planning and Design Section	Small Value Procurement	643,350.00							
	7.e. Maintenance Section (EAO)	Small Value Procurement	686,700.00							
	7.f. Maintenance Section (RM)	Public Bidding	2,110,310.00							
	7.g. Office of the Assistant District Engineer	Small Value Procurement	359,700.00							
	7.h. Office of the District Engineer	Small Value Procurement	211,300.00							
	7.i. Administrative Section	Small Value Procurement	364,250.00							
	8. Fuels and Oils	Public Bidding	3,606,000.00							
	9. Furniture and Fixture	shopping	165,000.00							
	10. Fire Fighting Equipment & Accessories	Small Value Procurement	92,000.00							
	11. Aircondition Maintenance Services	Small Value Procurement	350,800.00							
	12. Maintenance Materials	Public Bidding	40,385,846.40							
	13. Elevator Maintenance Services	Direct Contracting	320,000.00							

	14 Technical & Scientific Equipment	Public Bidding	4,350,000.00						
	15 Heavy Equipment Road Rental	Small Value Procurement	677,976.00						
	16 Other Categories	Public Bidding	4,345,249.69						
	17 Heavy Equipment/Machinery	Public Bidding	15,976,000.00						
	<b>INVENTORY</b>								
	1. Inventory/Common Office Supplies	Public Bidding	1,489,359.00						
	2. Inventory/Common Computer Supplies	shopping	999,363.71						
	3. Inventory/Common Office Devices	shopping	95,779.30						
	4. Inventory/Common Janitorials Supplies	shopping	226,662.00						
	5. Inventory/Common Office Equipment	shopping	19,392.00						
	6. Inventory/IT Equipment and Software	shopping	9,000.00						
<b>Total Budget Amount</b>			<b>103,150,680.79</b>						
			<b>Php</b>						

PREPARED BY:

*BS*

**PRIMITIVA E. ABAN**  
Procurement Engineer

RECOMMENDED BY:

*[Signature]*  
**DIPLOMADO C. MIRAFLORES**  
Assistant District Engineer  
BAC Chairperson

APPROVED BY:

*[Signature]*  
**FERNANDO J. TALAGSA**  
OIC - District Engineer

IPR 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: FINANCE SECTION  
Office Location : Bldg. 2ND DEO, UPAY BGOHOL

PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2025

P.R. No. :	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC <sup>2</sup> (Fund Source)	PROCUREMENT SCHEDULE							
								Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 at 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														
	1. Common Office Supplies	shopping	87,291.70	72,813.30	87,648.10	74,536.90									
	2. Common Computer Supplies/Consumable	shopping	262,405.00	262,405.00	254,805.00	254,805.00									
	3. Common Office Devices	shopping													
	4. Common Janitorials Supplies	shopping	16,962.60	16,962.60	16,962.60	16,962.60									
	5. Common Office Equipment	shopping	117,390.00	103,148.00	191,075.00	101,700.00									
	6. IT Equipment and Software	shopping/Bidding	734,500.00	492,753.90	555,100.00	370,000.00									
	INVENTORY														
	1. Inventory/Common Office Supplies	shopping	56,474.00	27,379.00	56,474.00	27,379.00									
	2. Inventory/Common Computer Supplies	shopping	23,711.60	23,711.60	23,711.60	23,711.60									
	3. Inventory/Common Office Devices	shopping	8,334.00	1,160.00	3,500.00	5,994.00									
	4. Inventory/Common Janitorials Supplies	shopping	17,095.00	1,580.00	8,378.00	1,750.00									
	5. Inventory/Common Office Equipment	shopping													
	6. Inventory/IT Equipment and Software	shopping													
TOTAL EVERY QTR.			1,324,163.90	1,001,913.40	1,197,654.30	876,639.10									
Total Budget Amount			4,400,570.70												
Php															

PREPARED BY:

EVALUATED BY:

(To be included in the DPWH Budget Proposal)

RECOMMENDED BY:

APPROVED BY:

LIEA A. METCALMAOAS  
Accountant III

NILA B. VIRTUDAZO  
Budget Officer II

DIOGENO S. VIRTUDAZO  
Assistant District Engineer

BERNARDO J. TALAGSA  
OIC, Office of the District Engineer

1PR No. = Purchase Request No.  
2ABC = Approved Budget for the Contract

14. Technical & Scientific Equipment	Public Bidding	4,350,000.00							
15. Heavy Equipment Road Rental	Small Value Procurement	677,976.00							
16. Other Categories	Public Bidding	4,345,249.69							
17. Heavy Equipment/Machineries	Public Bidding	15,976,000.00							
<b>INVENTORY</b>									
1. Inventory/Common Office Supplies	Public Bidding	1,489,359.00							
2. Inventory/Common Computer Supplies	shopping	999,363.71							
3. Inventory/Common Office Devices	shopping	95,779.30							
4. Inventory/Common Janitorial Supplies	shopping	226,552.00							
5. Inventory/Common Office Equipment	shopping	19,392.00							
6. Inventory/IT Equipment and Software	shopping	8,000.00							
<b>Total Budget Amount</b>		<b>101,794,350.79</b>							

PREPARED BY:



**PRIMITIVA E. ABAN**  
Procurement Engineer

RECOMMENDED BY:

  
**DIOSCELO M. MENDOZA**  
Assistant District Engineer  
BAC Chairperson

APPROVED BY:

  
**FERNANDO J. ALACSA**  
OIC - District Engineer

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# ITEMIZED LIST OF GOODS PPMP, FY 2025

Service/RO/PMO : Finance Section

District: DWH-Bahol 2<sup>nd</sup> District Engineering Office, Ubay, Bohol

Category / Nature and Description / Specification		UNIT		PRICE		TOTAL		1ST QTR.		2ND QTR.		3RD QTR.		4TH QTR.	
IT EQUIPMENT AND SOFTWARE		UNIT		PRICE		QTY		QTY		QTY		QTY		QTY	
1	DESKTOP COMPUTER, for eMGAS & eBudget Application	set	125,000.00	9	1,125,000.00	7	875,000.00								
2	Laptop, for Training/Seminar	set	110,000.00	6	660,000.00										
3	Uninterruptible Power Supply (UPS) 1100VA /230V	unit	6,550.00	4	26,200.00										
4	Uninterruptible Power Supply (UPS) 1200VA /230V	unit	10,000.00	4	40,000.00										
5	24-inch Monitor Diagonal Full High-Definition Wide Screen	unit	22,000.00	4	88,000.00										
6	1TB Internal Solid State Drive (SSD)	unit	13,000.00	4	52,000.00										
4	Battery for UPS 1100VA /230V	unit	1,500.00	5	7,500.00	2	3,000.00								
5	Imaging Unit Assy (ATXU-R700-00)	unit	8,670.00	1	8,670.00										
6	Drum DR114	unit	3,887.90	1	3,887.90										
7	Developer DV116	unit	1,370.00	1	1,370.00										
8	Transfer Roller (AOXX-PP6H-00)	unit	3,918.00	1	3,918.00										
9	Fusing Unit (AOXX-PP6X-00)	unit	12,808.00	1	12,808.00										
10	Computer Speaker	unit	12,500.00	2	25,000.00	1	12,500.00								
11	Multifunction Inkjet Printer (A3)	unit	45,000.00	1	45,000.00	1	45,000.00								
12	Multifunction Inkjet Printer (A4)	unit	31,000.00	2	62,000.00	2	62,000.00								
13	Scanner	unit	53,000.00	2	106,000.00	1	53,000.00								
14	Photo Copy Machine (Scanner, Printer, Reducer and Enlarger)	unit	195,000.00	1	195,000.00	1	195,000.00								
15	Internal Hard Disk Drive	unit	15,000.00	4	60,000.00										
16	Maintenance Box (Epson L6490)	unit	1,500.00	8	12,000.00										
17	Internal Hard Disk Drive	unit	15,000.00	4	60,000.00										
TOTAL EVERY QTR.						2,594,353.90		1,245,000.00		440,753.90		500,100.00		318,000.00	
PROGRAM TOTAL AMOUNT:						2,594,353.90		1,245,000.00		440,753.90		500,100.00		318,000.00	

PREPARED/SUBMITTED BY:

CHECKED BY:

LITO A. RECAMAMOS  
Accountant III

THERESA OLIVIA F. LOPOS  
Supply Officer II