



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

25-03-014

Name of Procuring Entity : Request for Quotation (P.R. No.):
Revised on : Date: **MAR 14 2025**
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User: Admin Section

COMPANY NAME :

ADDRESS :

TEL No. /FAX No. :

TIN No. :

OLIVIA F. LOPOS

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 10:00A.M. of _____ in the return envelope 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 15 Calendar Days 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.
- 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/Incometax Return/Onmbus Sworn Statement shall 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 ₱ 97,900.00.

DATE

3-24-25

DIOSCORO C. LERMAZAO
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Multi Function Floor Polisher with Accessories =Base Plate Diameter 20" =Voltage 220V-240V =Power 1,500W =Speed 1,500rpm =Power Cable Length 12 mtrs	1	unit		
2	Battery for UPS =Sealed Rechargeable Battery - 12V =7.2AH/20HR =LCL 12V 7.2P =Constant Voltage Charge =Cycle Use: 14.4 - 15.0V (25%) =Initial Current: Less than 1.2 A =Standby Use: 13.6-13.8V (25%)	5	unit		
3	Box/Floor Fan =Power 95 watts =20 inches in Diameter with adjustable fan head =3 speed setting	1	unit		
4	Digital Multimeter	1	pc		
5	Water Dispenser, Hot and Cold with Spacious Cabinet Dimension, H106cm/W32cm/D39cm X-----X-X-X	1	unit		
				total -----	

Purpose: for use in the Administrative 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: dpwhibohol@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

PROCUREMENT SCHEDULE										
P.R. No.	Contract Package (Description)	Procurement Method	ABC: (Fund Source)	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.)
	SUPPLIES									
	1. Common Office Supplies	Public Bidding	4,937,728.79							
	2. Common Computer Supplies/Consumables	Public Bidding	6,820,858.00							
	3. Common Janitorials Supplies	Public Bidding	1,220,620.00							
	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 (EAC)	Small Value Procurement	666,700.00							
	7 f. Maintenance Section (PMA)	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	3,696,000.00							
	9. Furniture and Fixture	shopping	185,000.00							
	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							
INVENTORY									
1. Inventory/Common Office Supplies	Public Bidding	1,488,359.00							
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	9,000.00							
Total Budget Amount		Php 103,150,680.79							

PREPARED BY:



PRIMITIVA E. ABAN
Procurement Engineer

RECOMMENDED BY:



DIOSDADO C. MIRAVADA
Assistant District Engineer
BAC Chairperson

APPROVED BY:



FERNANDO J. TALAGSA
OIC - District Engineer

PPR No. = Purchase Request No.
ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMPs) 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: Uday. Bldg.

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) 2025

P.R. No. 1	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC ² (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.)	Award of Contract (2 c.d.)	
	1. Common Office Supplies	shopping	2,439,650.80	162,310.80	88,490.80	106,660.80									
	2. Common Computer Supplies / Consumables	shopping	116,640.00	389,680.00	116,640.00	401,680.00									
	3. Common Janitorials Supplies	shopping	177,490.00	174,400.00	163,610.00	174,400.00									
	4. Common Office Devices and Equipment	shopping	628,000.00												
	5. Furniture and Fixture	shopping		185,000.00											
	6. IT Equipment and Software	shopping	14,000.00	1,046,160.00											
	7. Other Categories	shopping	1,116,495.00	166,720.00											
	8. Common Electrical Supplies	shopping	6,500.00	80,300.00		67,400.00									
	9. Fire Fighting Equipment & Accessories	shopping		92,000.00											
	10. Air Condition Maintenance Services	shopping	154,200.00	87,700.00	87,700.00	87,700.00									
	11. Elevator Maintenance Services	shopping	160,000.00		160,000.00										
	TOTAL EVERY QTR. -----		4,812,975.80	2,384,270.80	636,440.80	637,840.80									
	Total Budget Amount	Php	8,674,528.20												

PREPARED BY:

Checked By:

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

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

LEO P. LIGAN
Admin. Officer II

THERESA OLIVIA F. LOPOS
Supply Officer II

NILA B. VIRTUDAZO
Budget Officer

Page 5 of 9

D LIST OF GOODS
CY 2025

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

[illegible]