

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
DAVAO DEL NORTE
DISTRICT ENGINEERING OFFICE

Km. 48 Canocotan, Tagum City, Davao del Norte Region XI

Name of Procuring Entity : Request for Quotation (P.R. No.) : 2024-09-0095 PR NO.: 2024-09-0407
Revised on : Date: September 20, 2024 Date: September 13, 2024
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : Administrative 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 personally (submission through E-mail and courier is not recognized) duly signed by your representative not later than 10:00 AM of September 24, 2024 in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH - Davao del Norte District Engineering Office, Tagum City.

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written on the prescribed Request for Quotation form.
2. Delivery period within 30 calendar days 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. Phil-GEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. Tax Clearance Certificate
7. Omnibus Sworn Statement
8. Affidavit of Sole Proprietorship if Sole Proprietor/Notarized Secretary's Certificate if Corporation, Partnership and Joint Venture.
9. Bidders shall submit original brochures showing certifications of the product.
10. Please indicate the brand for each item being offered.
11. The approved budget ceiling for this procurement is **P 86,109.55**


CHIRWEN P. NAZARENO
Chief, Planning and Design Section
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	OFFICE SUPPLIES and OTHER INVENTORY SUPPLIES				
1	Filing Box, Documents Keeper, Royal Blue (Big)	10	boxes		
2	Envelope, Expanding, KraftBoard, for legal size doc's, 100pcs/box	3	boxes		
3	Folder, Tagboard, Legal size, 100pcs/pack	3	packs		
4	Photo Paper, (Double Sided, Glossy/High Glossy)	3	packs		
	assorted sizes, 210-280 gsm, 50 sheets/pack				
5	Bond Paper, A4, Multi-Purpose	25	reams		
6	Ballpen, Black	36	pcs.		
7	Ballpen, Red	18	pcs.		
8	Marker, Permanent, bullet type, black	8	pcs.		
9	Paper Fastener, metal 4"	5	boxes		
10	Pencil Sharpener, 1 pc.in individual plastic case	2	pcs.		
11	Pencil, lead, w/eraser, one (1) doz./box	2	box		
12	PHILIPPINE NATIONAL FLAG with stand pole	1	pc.		
	for indoor (3ft. x 5ft.)				
13	Record Book, 8.5x11 inches,300 pages	10	pcs		
14	Rubber Band, 70mm min lay flat length (#18)	3	boxes		
15	Ruler, Aluminum	3	pcs		
16	Adhesive tape, B-roll clear, 24mm x 40m, 50mtrs.	6	rolls		
17	Tape, packaging, 48mm, 50mtrs. Length, transparent	6	rolls		
18	Tape, masking, 48mm, 50 mtrs length	6	rolls		
19	Tape Dispenser, heavy duty	3	pcs.		
20	Stapler w/ remover, HD-50/50R	2	pcs.		
21	Staple wire, no.35	3	box		
22	Scissors, heavy duty	3	pcs.		
23	Calculator, compact, 12 digits	3	pcs.		
24	Cutting Pad/Mat A3 size 30x45cm	1	pc.		
25	Cutter, heavy duty	2	pcs.		
26	Flash Drive, 32GB	3	pcs.		
27	Cutter blade, heavy duty cutter, 10 pcs./tube	2	tubes		
	JANITORIAL SUPPLIES				
28	Alcohol, isopropyl, 70% solution, 500ml	10	pcs.		
29	Air Freshener, 280ml (mixed scent)	3	pcs.		
30	Broom Stick	3	pcs.		
31	Broom Soft (Tambo)	3	pcs.		
32	Dustpan, Plastic (Big)	3	pcs.		
33	Detergent powder, all purpose, 1kilo/pouch	5	pouch		
34	Dishwashing liquid,495ml	5	btls.		
35	Dipper (regular size)	3	pcs.		
36	Door Mat, Large Cotton	5	pcs.		
37	Empty Sacks	8	pcs.		
38	Furniture Polish	3	pcs.		
39	Insecticide, aerosol type, 600ml/can	5	can		
40	Pail, Big, Stainless holder	2	pcs.		
41	Trashbag, plastic, black, medium, 10pcs/roll	5	rolls		
42	Trashbag, plastic, black, large, 10pcs/roll	5	rolls		
43	Toilet Bowl Cleaner, 1L	5	btls.		
44	Toilet Brush	2	pcs.		

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