



Name of Procuring Entity :				
Revised on:			25-03-058	P.R. NO: 25-03-070
Standard Form/Title :			Date:	
COMPANY NAME :			- Diffice/End-User:	Administrative Section
			Procurement	of Office Supplies for the
ADDRESS :			use of Humar	n Resource Management
			Unit, DPWH, M	atiao, City of Mati, Davao Oriental
TEL. NO. / FAX NO. :				onentai
Please quote your lowest price on the item(s) listed to	alow sub	iect to the To	TIN NO.	
your quotation duly signed by your representative not attached herewith, to the BAC Secretariat for Goods DP	t later that	n 10:00 A M		is stated below and submit
	WH, City o	f Mati, Davao	Oriental.	in the return envelope
TERMS and CONDITIONS:				
1. All entries must be typewritten or legibly written.				
2. Delivery period within <u>10 days</u> upon receipt of the (P.O.). Administrative penaltics purpuset to Geo G	approved	funded Purcl	hase Order	
(P.O.), Administrative penalties pursuant to Sec. 69 of a imposed for non-delivery without valid reason.	the Revise	d IRR-RA 918	84 shall be	
3. Warranty shall be for a minimum of three (3) months	for cupplic	C. C. manhauis lu		
		s & materials,	; one year	\sim > 1
4. Price Validity shall be for a period of sixty (60) calenda	r dave		6	RISPLA P. VALLES
J. G-EPS Registration Certificate / Mayor's Permit / DTT of	hall be att	ached upon s	ubmission	Engineer III
				Engineer III
6. Bidders shall submit original brochures showing certific applicable.	cations of t	he product, il	F	
7. Please indicate the brand for each items being offered.				
8. The approved budget ceiling for this procurement is	bn965 0	6E 00		
Item	1	05.00		
No. ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1 Clear sheet protector Long	500	inack.		
2 Arch file (blue) Long	1	pack		
3 File box (blue with cover)	100	piece		
4 Bond paper A4 70gsm	100	piece		
5 Bond paper Long 70gsm	120	ream		
6 Bond paper A3 70gsm	80	ream		
7 Staple wire #35	4	ream		
8 Staple wire #10	1	box		
	20	box		
9 Rubber bond (big/thick)	1	box		
10 Scissor	2	piece		
11 Tape cassette laminated 18mm	30	piece		
12 Photo paper 180gsm	15	pack		
13 Sticker paper long	15	pack		
Brand and Model :	Page 1 of	Al and a second s	I.	

Delivery Periods : ____

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 Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.





Name of Procuring Entity :					
Revised on:	25-03-058 P.R. NO: 25-03-070				
Standard Form/Title :	Date: March 21, 2025				
	Dffice/End-User: Administrative Section Procurement of Office Supplies for the use of Human Resource Management Unit, DPWH, Matiao, City of Mati, Davao				
COMPANY NAME :					
ADDRESS :					
	Oriental				
TEL. NO. / FAX NO. :					
Please quote your lowest price on the li	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 later than 10:00 A.M. of _in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH, City of Mati, Davao Oriental.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.

2. Delivery period within 10 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 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 showing certifications of the product, if

applicable.

7. Please indicate the brand for each items being offered.

Iten No.	TEMC 9. DECODIDITION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
14	Paper clip 50mm	5	box		
15	Paper clip 33mm	10	box	<u>├</u> ──┼	
16	Binder clip - 2"	10	box		
17	Binder clip - 1"	5	box		
18	Binder clip - 1/2"	5	box		
19	Binder clip - 3/4"	5	box		
20	Sticky notes (arrow)	50	pack		
21	Sticky notes 3x3	5	pack		
22	Sticky notes 3x4	5	pack		
23	Sticky notes 3x5	5	pack		
24	Correction tape	48	piece		
25	Marker (orange)	4			
26	Marker (green)				
26		4 4 Page 2 of	piece piece		

Delivery Periods :

Price Validity :

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Name of Procuring Entity :					
Revised on:	25-03-058 P	P.R. NO: 25-03-070			
Standard Form/Title :	Date:	March 21, 2025			
COMPANY NAME	Office/End-User: Ad	ministrative Section			
	Procurement of 0	Office Supplies for the			
	use of Human Re	source Management			
ADDRESS :	Unit, DPWH, Matia	ao, City of Mati, Davao			
		riental			
TEL. NO. / FAX NO. :	TIN NO.				
Please quote your lowest price on the item(s) listed below, subject to the Ter your quotation duly signed by your representative not later than 10,00 A M	the second se				
your quotation duly signed by your representative not later than 10:00 A.M. (attached herewith, to the BAC Secretariat for Goods, DPWH, City of Mati, David	Ins and conditions si	tated below and submit			
attached herewith, to the BAC Secretariat for Goods, DPWH, City of Mati, Davao (In the return envelope			
TERMS and CONDITIONS:	mental.				
1. All entries must be typewritten or legibly written.					
2. Delivery period within 10 days upon receipt of the approved funded Durate					
(P.O.), Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be					
mposed for non-delivery without valid reason.	1				
3. Warranty shall be for a minimum of three (3) months for supplies & materials;					
The Equipment num vale of december of the and-user					
4. Price validity shall be for a period of sixty (60) calendar days	\sim				
5. G-EPS Registration Certificate / Mavor's Permit / DTT shall be attached upon au		SPIN P. VALLES			
	ITTISSION E	Ingineer TU			
6. Bidders shall submit original brochures showing certifications of the product, if		~ /			
applicable.					

7. Please indicate the brand for each items being offered.

8. The approved budget ceiling for this procurement is Php865.965.00

Item ITEMS & DESCRIPTION	ON QTY.	UNIT	UNIT PRICE	TOTAL PRICE		
27 Marker (blue)	4	piece				
28 Fastener (metal)	15	piece	<u>├</u> ───┤			
29 Glue (130g)	1	box		1		
30 Masking tape 1"	2	bottle				
31 Masking tape 2"	2	roll roll				
32 Scotch tape 1"	5	roll				
33 Scotch tape 2"	5	roll				
34 Double sided tape 1"	5	roll				
35 Double sided tape 2"	5	roll				
36 Mailing envelope (big)	1	box				
37 Mailing envelope (small)	1	box				
38 Record book 500 pages (red)	8	piece				
39 Record book 300 pages (red)	6	piece				
Brand and Model :	Page 3 of					
Delivery Periods :		Price Validity				

Price Validity :

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A -

45 Duct tape 1½ inch

46 Tonner TN324K - black

47 Tonner TN324Y - yellow

49 Tonner TN324K - cyan

50 Drum Unit DR313 - black

51 Drum Unit DR313 - yellow

52 Drum Unit DR313 - magenta

48 Tonner TN324M - magenta

Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS DAVAO ORIENTAL 2ND DISTRICT ENGINEERING OFFICE Matiao, City of Mati, Davao Oriental



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	vised on:			25-03-058	P.R. NO: 25-03-070		
-	andard Form/Title :			Date			
-	MPANY NAME :			Dffice/End-Use	: Administrative Section		
				Procuremen	t of Office Supplies for the		
				use of Hum	an Resource Management		
AD	DRESS :			Unit, DPWH,	Matiao, City of Mati, Davao		
				-	Oriental		
TE				TIN NO.			
ł	Please quote your lowest price on the item(s) listed be in quotation duly signed by your representative pot	elow, subj	ect to the Te		ons stated below and cubmit		
					in the return envelope		
		VH, City of	⁻ Mati, Davao	Oriental.			
	KMS and CONDITIONS;						
1.1	All entries must be typewritten or legibly written.						
2.1	Delivery period within <u>10 days</u> upon receipt of the a	pproved f	unded Purch	ase Order			
110	-,, Auministrative pendities pursuant to Sec. 69 of H	he Revised	1 IRR-RA 918	A shall be			
mp	used for non-delivery without valid reason.						
5. 1	Varranty shall be for a minimum of three (3) months for	or supplies	s & materials,	one vear			
Service and the service of the end-user							
4. F	Price validity shall be for a period of sixty (60) calendar	days.			CRISPINE, VALLES		
<i>э.</i> с	3. G-EPS Registration Certificate / Mayor's Permit / DTT shall be attached upon submission						
01 6							
0.0	idders shall submit original brochures showing certifica licable,	ations of th	he product, il	c			
app	ilaule.						
2. P	lease indicate the brand for each items being offered.						
0. 1.	the approved budget ceiling for this procurement is	hp865,96	5.00				
Item	TTEMS & DESCRIPTION	1	1				
No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE		
40	Record book A4 300 pages (blue)	2	piece				
	Expanded envelope (legal)	150	piece				
42	Brown folder (long)	150	piece				
	Permanent pen marker - black	2	piece				
44	Friction pen .5	24	ninge				

24

5

2

2

4

2

3

2

2

piece

piece

piece

piece

Diece

piece

piece

piece

roll

Brand and Model : Page 4 of 5 pages Delivery Periods : ___

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				Procurement	of Office Supplies for the
A	ADDRESS			use of Human	n Resource Management
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TE	L. NO. / FAX NO. :				
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yo	ur quotation duly signed by your representative tached herewith, to the BAC Secretariat for Goods	not later than	10:00 A.M	of	is stated below and submit
		, DPWH, City o	f Mati, Davad	o Oriental.	envelope
	AMS and CONDITIONS;				
2.	All entries must be typewritten or legibly written. Delivery period within 10 days upon receipt of ().) Administrative penalties purport in Community				
(P.	O.), Administrative penalties pursuant to Sec. 69	The approved in Of the Pevico	TUNDED PUIC	hase Order	
	Cosco for hon-activery williout valla reason				
3.	Warranty shall be for a minimum of three (3) mor	nths for supplie	s & materials	S: One vear	
		ICOR		, one year	$ \rightarrow $
5.6	Price validity shall be for a period of sixty (60) cale G-EPS Registration Cortificate (Moustle Denii) (endar days.		6	RISPLAY P. VALLES
of	G-EPS Registration Certificate / Mayor's Permit / D	TT shall be atta	ached upon s	submission	Engineer III
	Bidders shall submit original brochures showing ce	ertifications of t	ha product	<i>ie</i>	
upp	meable,		ne product, i	Y	
7. F	Please indicate the brand for each items being offe	ered.		I	
0. 1	The approved budget ceiling for this procurement	<i>is</i> Php865,9	55.00		
Iten	ITEMC 9 DECODEDTSON	QTY.	LINTE	I	
No.		Q11.	UNIT	UNIT PRICE	TOTAL PRICE
	Drum Unit DR313 - cyan	2	piece		
	Epson Ink 664 - black	3	piece		
	Epson Ink 664 - yellow	3	piece		
	Epson Ink 664 - magenta	3	piece		
57	Epson Ink 664 - cyan	3	piece		
_58	Flashdrive 64g	1	piece		
	x-x-x - nothing follows -x-x-x		Piece		
Bran	d and Model				
	d and Model :	Page 5 of	5 pages		
Deliv	ery Periods :		Price Validia		

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