



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**BUKIDNON 4TH DISTRICT ENGINEERING OFFICE**  
Valencia City, Bukidnon, Region X



Name of Procuring Entity: BUKIDNON 4TH DEO Request for Quotation (P.R. No.): X1-24-12-578  
Revised on: Date: 1/16/2025  
Standard Form/Title: **REQUEST FOR QUOTATION** Office/End-User: DPWH BUKIDNON 4th DEO  
**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 duly signed by your representative not later than 10:00 am of JAN 23 2025, the return envelope attached herewith, to the BAC Secretariat, BAC - Bidding Rm. DPWH Bukidnon 4th District Engineering Office, Valencia City Gymnasium and Cultural Center, Valencia City, Bukidnon,.

**TERMS and CONDITIONS:**

1. All entries must be typewritten or legibly written.
2. Delivery period within **sixty (60) c.d.** 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 (1) 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. Attach Certified True Copy of PhilGeps Registration Number, Mayor's Permit and **Omnibus Sworn Statement (if ABC is above 50K), Income/Business Tax Return if ABCs above P500K.**
6. The Approved budget ceiling for this procurement is **Php 708,349.48**
7. RFQ must be signed by an authorized signatory.
8. Bidders shall submit original brochures of the product (if applicable)
9. Please indicate the brand for each items being offered.
10. Bidder/s shall submit sealed quotation.

**RICHARD L. HERNANDEZ**  
Assistant District Engineer  
BAC Chairman

Supplier must quote for all of the items. Any erasure, correction or alteration made by the Supplier in any of the items shall render the bid non-complying, hence, a ground for disqualification.

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
<b>LOT 1 = Php 372,225.85</b>					
OS-G-001-A	All-purpose white glue, 130g	10	btI	₱	₱
OS-A-012	Arrow tab	100	pck	₱	₱
OS-B-001	Battery AA	50	pack	₱	₱
OS-C-009	Calculator	15	pc	₱	₱
OS-C-010	Clip backfold metal, 1" 12pcs/box	100	box	₱	₱
OS-C-004	Clip backfold metal, 3/4" 12pcs/box	100	box	₱	₱
OS-B-003	Comb Binding Machine, Heavy duty	1	pc	₱	₱
OS-C-045	Cork Board 2x3 FT	10	pc	₱	₱
OS-D-006A	Data file box Jumbo w/ cover Legal size	50	pc	₱	₱
OS-D-006B	Data file box Jumbo with out cover Legal size	50	pc	₱	₱
OS-B-011	Data filer (A4 size) portrait with logo	50	pc	₱	₱
OS-D-043	Dater Stamp	20	pc	₱	₱
OS-T-032	Duct Tape 48mm(2")	20	roll	₱	₱
OS-E-007	Engineer's field book	100	pc	₱	₱
OS-E-010	Envelope, expanding, A4 size, 500s/box	1	box	₱	₱
OS-E-004	Envelope, expanding, legal size, 500s/box	1	box	₱	₱
	Extension wire, 5mtr.	10	pc	₱	₱
OS-G-004	Glue gun	5	pc	₱	₱
OS-L-003	Laminating Film A4, 10sheets/pack	10	pack	₱	₱
OS-M-001	Marker Flourescent, tri-color set	25	pack	₱	₱
OS-M-002B	Marker, permanent, black, bullet type, 12 pcs/box	5	box	₱	₱
OS-M-003B	Marker, permanent, blue, bullet type, 12 pcs/box	5	box	₱	₱
OS-M-008	Marker, Whiteboard, black, 12 pcs/box	5	box	₱	₱
OS-M-012	Marker, Whiteboard, blue, 12 pcs/box	5	box	₱	₱
OS-P-060	Paper cutter, Metal structure, heavy duty	10	pc	₱	₱
OS-F-009	Paper Fastener, metal	25	box	₱	₱

OS-P-015	Photopaper, satin matte, A4 size, 5760 dpi, 260gsm, 20 sheets/pack	10	pack	₱	₱
OS-P-015	Photopaper, glossy, A4 size, 5760 dpi, 260gsm, 20 sheets/pack	10	pack	₱	₱
OS-P-016	Puncher, Heavy duty, 150 pages	2	pc	₱	₱
OS-P-031	Push pin	10	box	₱	₱
OS-R-034	Record Book, 200 pages	30	book	₱	₱
OS-R-020	Ring binder, 1"	5	bundle	₱	₱
OS-R-004	Ring binder, 1/2"	5	bundle	₱	₱
OS-R-005	Ring binder, 2"	5	bundle	₱	₱
OS-R-011	Ruler Plastic 12 inches	25	pc	₱	₱
OS-R-023	Ruler Stainless 12 inches	25	pc	₱	₱
OS-P-063	Sign Pen, 1.0mm black, high techpoint	5	box	₱	₱
OS-P-004	Sign pen, black, liquid gel, 0.5, 12 pcs/box	5	box	₱	₱
OS-S-023	Stamp pad, felt bed, purple or violet	10	pc	₱	₱
OS-S-004	Staple Wire 35	50	box	₱	₱
OS-G-002	Stick Glue	20	pc	₱	₱
OS-N-019	Sticky note pad-Tri color set, 1/2" x 3"	50	pad	₱	₱
OS-T-053	Tape Dispenser, heavy duty	5	each	₱	₱
OS-T-01613	Tape, adhesive double sided, (1"), 24mm	25	roll	₱	₱
ES-E-001	Tape, Electrical (Big)	15	roll	₱	₱
OS-T-052	Tape, masking, (2"), 48mm	15	roll	₱	₱
OS-T-002	Tape, packaging, (2"), 48mm	15	roll	₱	₱
OS-W-001	White Board 1.5x2 FT	5	pc	₱	₱
OS-W-001	White Board 2x3 FT	5	pc	₱	₱

**TOTAL AMOUNT (LOT 1) ₱**

**LOT 2 = Php 130,790.20**

OS-E-014	External Hard Drive, 2TB	10	pc	₱	₱
OS-F-003	Flash Drive 16 Gb	10	pc	₱	₱
OS-F-029	Flash Drive 32 Gb	50	pc	₱	₱
IT-U-004	USB hub, 4 ports	10	pc	₱	₱

**TOTAL AMOUNT (LOT 2) ₱**

**LOT 3 = Php 205,333.43**

OS-L-003	Laminator	1	unit	₱	₱
FF-M-004	Mid Steel Filer Rack, 180 cm	30	pc	₱	₱

**TOTAL AMOUNT (LOT 3) ₱**

**GRAND TOTAL ₱**

**Please write total amount in words**

**Place of Delivery:** Valencia City, Bukidnon

**Please specify brand name, if applicable.**

**PURPOSE:** For use of DPWH Bukidnon 4th District Engineering office for 4th quarter of 2024.

Brand and Model: \_\_\_\_\_

Warranty: \_\_\_\_\_

Delivery Period: \_\_\_\_\_

Price Validity: \_\_\_\_\_

**After having carefully read and accepted your General Conditions, I / We quote you in 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.**

**BAC-Secretariat:**  
**Tel. No. 088 537 1424**

Printed Name/Signature/Date

Tel. No./Cellphone No./E-mail Address

