

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BUKIDNON 2ND DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE X
Pinamaloy, Don Carlos, Bukidnon

Name of Procuring Entity : DPWH-BUKIDNON 2ND DEO		Request for Quotation : 2024-03-0159	
Revised on :		Date : April 25, 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 duly signed by your representative not later than 10:00 A.M. of May 7, 2024 in the return envelope attached herewith, to the BAC Secretariat, DPWH-Buk 2nd DEO, Pinamaloy, Don Carlos, Bukidnon.

TERMS AND CONDITIONS

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 working 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 for IT equipment from date of acceptance by the end-user.
4. Price Validity shall be for a period of sixty (60) calendar days.
5. Documents required to be submitted with the bid:
 - 5.1 Certified copy of PhilGEPS Registration;
 - 5.2 Certified copy of Mayor's Permit/Business Permit
 - 5.3 Notarized Omnibus Sworn Statement
 - 5.4 Latest Income/Business Tax Return
 - 5.5 Geotagged Photo of Physical Store/Establishment
6. Bidders shall submit original brochures showing certification of the product.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is Php 835,918.00
9. For Corporation please provide Secretary Certificate and Board Resolution.
10. FOB: DPWH Compound

MANUEL D. VARIAS, JR.

Assistant District Engineer
Chairperson, BAC

The awarding for this RFQ will be on lump -sum basis. Prospective Suppliers must quote for all the items. Otherwise they will be subjected for disqualification

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Acetate Film (PVC Binding Cover), 200 mic, clear (100s)	6	pack		
2	Arrow Tab	95	pack		
3	Correction Tape, 6 meters (min), packed individually	110	piece		
4	Envelope, Documentary, A4 size, 500 pcs/pack	1	pack		
5	Fastener, metal	210	box		
6	Folder, A4, white	60	piece		
7	Folder, Legal, white	30	piece		
8	Glue, all purpose, white, 130g	9	bottle		
9	Marker, Permanent, Black	19	piece		
10	Marker, Whiteboard, Black	6	piece		
11	Paper, A4, 80 gsm	1840	ream		
12	Pencil, Lead	60	piece		
13	Scissors, heavy duty, 6"	35	piece		
14	Sign Pen, 0.5 mm black	312	piece		
15	Sign Pen, 1.0 mm blue	120	piece		
16	Stapler, Heavy Duty	35	piece		
17	Note Pad, 3" x 3"	30	pad		
18	Note Pad, 3" x 4"	16	pad		
19	Note Pad, 1.5 x 2	32	pad		
20	Air Freshener, aerosol type, 320 mL, lavender scent	53	can		
21	Air Freshener refill for Automatic release air freshener, vanilla/ lavender scent, 269 mL	8	piece		
22	Air Freshener, for cars, plug-in, lasts up to 75 days, 7 mL	30	piece		
23	Hand Soap, Liquid, anti-bacterial, 500 mL with Pump	209	bottle		
Continued to Page 2					

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

Printed Name / Signature / Date

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24	Doormat, Microfiber absorbent	9	piece		
25	Fabric Conditioner, Antibacterial, 900 mL	12	bottle		
26	Hand Towel, microfiber	19	piece		
27	Kitchen Paper Towel, 2 ply (JUMBO)	24	roll		
28	Spin Mop, Heavy Duty, Stainless steel handle	5	unit		
	360-degree rotation, lock button on handle, 2 stackable buckets for easy storage, Separates clean water from dirty water				
	Measurements: L 48 x W 25.5 x H 25.5 cm				
29	Sponge with Scouring Pad	12	piece		
30	Trash Bag Small	150	roll		
31	Trash Bag Medium	150	roll		
32	Toilet Bowl Cleaner, bottleneck for easy pouring, 900 mL	56	bottle		
33	Ink for self-inking stamp 10 mL	10	bottle		
34	Ballpen, Black	168	piece		
35	Numbering Machine (Model 45)	5	set		
36	Numbering Machine Ink (Red)	4	bottle		
37	Numbering Machine Ink (Black)	4	bottle		
38	Automatic Numbering Machine (10 Digit)	4	piece		
39	File Shelves (5 Tier, Steel rack, heavy duty, color: Gray)	20	set		
40	Puncher, Heavy Duty	15	piece		
41	Hand Soap, Antibacterial (Big)	12	piece		
42	Rechargeable Battery, AA, 2 pcs/pack	30	pack		
	x-x-x-x nothing follows x-x-x-x				
Purpose:	To be used in DPWH Buk-2nd DEO for the 2nd Qtr. CY 2024				

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Printed Name / Signature / Date

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