



Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
LEYTE 4TH DISTRICT ENGINEERING OFFICE
Ormoc City, Region VIII

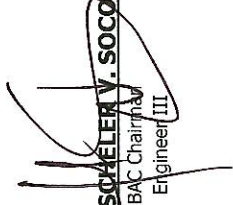


Name of Procuring Entity :	DPWH 4TH DEO	Request for Quotation (P. R. No.):	2024-05-096
Revised on :		Date:	May 6, 2024
Standard Form/Title :	REQUEST FOR QUOTATION		
COMPANY NAME :	Office/End-User :		
ADDRESS :	GLEND A F. QUIÑONES		
TEL. NO. / FAX NO. :			

Please quote your lowest price or 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 20 MAY 2024, 9:00 a.m. in the return envelope attached herewith, to the Procurement Office, DPWH, 4TH DEO, Ormoc City, Leyte.

TERMS AND CONDITIONS :

1. All entries must be typewritten or legibly written.
2. All pages must be duly signed.
3. Delivery period within 20 C. D. upon receipt of the approved funded Purchase Order (P. O.).
3. Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be for a minimum for non-delivery without valid reason.
4. 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.
5. Price validity shall be for a period of sixty (60) calendar days.
6. G-EPIS Registration Number, Mayor's Permit/Business Permit, ITR & Omnibus shall be attached upon submission of the quotation.
7. Bidders shall submit original brochures showing certifications of the product if applicable.
8. Quotations to be submitted by Lot
9. Please indicate the brand for each item being offered.
10. Eco -friendly supplies/equipment
11. The approved budget ceiling for this procurement is **P667,486.00**
12. Quotations submitted thru mail & Fax will not be accepted.


PETER SCHELLER V. SOCCO
BAC Chairman
Engineer III

Item No.	ITEM / DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Various Pen					
001-009	Ballpen(super fine, 0.5mm black, 12pcs/box)	15	Box		
001-010	Ballpen(super fine, 0.5mm blue, 12pcs/box)	8	Box		
001-002	Sign Pen (Hi-Techpoint, Rollerball Point, Rubber Grip, 1mm, black 12pcs/box)	30	Box		
001-256	Sign Pen (Hi-Techpoint, Rollerball Point, Rubber Grip, 0.5mm, blue 12pcs/box)	8	Box		
Various Marker					
001-064	Marker (Permanent, Fine, black, quick dry,	15	Piece		
001-012	Marker (Permanent, Broad , black, quick dry,	15	Piece		
001-164	Marker (for white board, black, fine tip, quick dry	25	Piece		
Various Bondpaper					
001-015	Bond Paper (A3 size, 80 gsm, white) 500 sheets	30	Ream		
001-016	Bond Paper (A4 size, 80 gsm, white) 500 sheets	800	Ream		
001-017	Bond Paper (Legal size, 80 gsm, white) 500 sheets	100	Ream		
001-099	Vellium Paper Long (10pcs/pack)	10	Pack		
001-258	Sticker Paper A4 (100pcs/pack)	10	Pack		
001-066	Waterproof Glossy Photo Paper (20sheets/pack)	5	Pack		
Various Folder, Holder and Envelope					
001-021	Expanded Folder White Legal	100	piece		
001-166	Folder Legal; Brown(50pcs/pack)	10	Pack		
001-013	Folder A4 size ; brown (50pcs/pack)	5	Pack		
001-019	Envelope (A4 size, brown, 500/box)	1	Pack		
001-018	Envelope (legal size, brown, 500/box)	3	Pack		
001-220	Envelope (Legal size, Expandable, Brown, made of paperboard)	5	Box		
Various Tape					
001-092	Tape Masking 24mm	10	Roll		
001-093	Tape Masking 48mm	10	Roll		
001-094	Tape Packaging 48mm	10	Roll		
001-095	Tape Transparent 24mm	50	Roll		
001-035	Double Sided (1/2x5m) Tape With Foam	5	Roll		

