

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CEBU 3RD
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE VII
Ibo, Toledo City, Cebu

Name of Procuring Entity: **DPWH Cebu 3rd DEO**

Request for Quotation (P.R. No.): **2024-06-0077**

Revised on:

RFQ Date: **06/21/2024**

Standard Form/Title: **REQUEST FOR QUOTATION**

Office/End-User: **Maintenance Section**

COMPANY NAME:

ADDRESS:

TEL. NO./FAX No.:

TIN:

Please **quote your lowest price** on the item(s) listed, 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 June 25, 2024** in a sealed envelope to the BAC Secretariat, Cebu 3rd DEO, Toledo City, Cebu. Quotations submitted through Electronic/Courier Mails **will not be accepted**. **Opening of Bids** is at **10:30 A.M., June 25, 2024**. The procurement of goods listed below - are intended for the 2nd Quarter of CY 2024 under **SARO No.: SR2024-05-016731**.

D.O. 34 series of 2020 Basic Hygiene, Workplace Sanitation and Social Distancing Measures to be Observed in the Workplace requires visitors must have **confirmed appointments** in the Procurement Unit, advising interested suppliers to fill out the DPWH Cebu 3rd Visitor Health Declaration Form at <https://forms.gle/pEBZ6BraMPcSfa8VA> one day before the appointment date.

Supply transaction of said goods will be in coordination with the Supply Unit and/or End User of this office.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
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 (1) year for equipment; three (3) years for IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of One Hundred Twenty (120) calendar days.
5. Bidders shall submit the Original copy of PhilGEPS Registration Number & Mayor's /Business Permit for authentication and the Certified True Copies of these documents shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product.
7. Please indicate the brand for each items being offered.
8. The total approved budget ceiling for this procurement is **Php 148,600.00**

for:
REYNALDO V. NAVALES, D.P.A., ASEAN Eng.
BAC Chairman

Item No.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Ink Toner (85A) (With Free Use Printer)	17	piece		
2	Brother Toner 2380 (With Free Use Printer)	23	piece		
	xxxxxxxxxxxxxxxx Nothing Follows xxxxxxxxxxxxxxxxxxxx				
TOTAL					

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

APPROVED FOR POSTING:

ALAN A. ALLOSO
District Public Information Officer

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/we concur with the Terms and Conditions specified by DPWH.

Printed Name of Authorized Representative / Signature / Date