



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ROMBLON DISTRICT ENGINEERING OFFICE
Odiongan, Romblon, MIMAROPA Region (IV-B)



Name of Procuring Entity	: DPWH-Odiongan, Romblon	Request for Quotation	:	2024-08-082
Revised on	:	Date	:	AUG 05 2024
Standard Form/Title:	: REQUEST FOR QUOTATION	Office/End-User	:	PROCUREMENT UNIT
Company Name	:			
Address	:			
Tel. No./FAX 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 AUG 09 2024 in the return envelope attached herewith to the BAC Secretariat for Goods.

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 10 WD upon receipt of the approved funded Purchase Order (PO).
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 one hundred twenty (120) calendar days.
5. G-EPS Registration Certificate 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.
8. The approved budget ceiling for this procurement is **P587,897.11.**
9. Place of Delivery is **PROPERTY AND SUPPLY UNIT.**


ALAN T. SALVADOOR
Engineer III
Chief, Planning and Design Section
BAC Vice Chairperson

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Supply and Delivery of Office Equipment Supplies and Consumables for BAC Use. Urgently Needed in the Preparation of Various Contract Documents, Odiongan, Romblon				
1	Alcohol, ethyl, 70% scented, 500ml	6	bot		
2	Arch File with logo (A4) Standard Color	300	pc		
3	Bond Paper, subs.20 A4 (70gsm)	1000	ream		
4	Bond Paper, subs.20 A3 (70gsm)	50	ream		
5	Ballpen, Ordinary Black (0.5)	50	pc		
6	Ballpen, i-Gel Black (0.5)	30	pc		
7	Sign Pen Black (0.7) My Gel Equivalent	25	pc		
8	Battery, dry cell, AAA	24	pc		
9	Correction Tape (5mm x 10mm, big)	12	pc		
10	Eraser, Rubber (Big)	12	pc		
11	Folder Pressboard, expanded Legal (Orange)	500	pc		
12	Highlighter (Light Color)	24	pc		
13	Stamp Pad Ink, Purple or violet, 30ml	3	bot		
14	Tissue, Interfolded paper towel	60	pack		
15	Pencil No.2 Good Quality	72	pc		
16	Note Pad, 76mm x 76mm (3" x 3") (D3-5 Stationary) 100 sheets	60	pad		
17	Book, Record, 400 pages size: 8" x 12.5"	5	pc		
18	Rubber, 70mm min lay flat length (#18)	2	box		

19	Stamp Pad, Felt, bed dimension: 60mm x 100mm (violet)	5	pc		
20	Staple Wire (26/6)No.35 (Joy equivalent)	25	box		
21	Tape, Transparent, width:48mm (2")	25	roll		
22	Ink, Epson Black 008	30	tube		
23	Ink, Epson Cyan 008	20	tube		
24	Ink, Epson Magenta 008	20	tube		
25	Ink, Epson Yellow 008	20	tube		
				TOTAL	
Purpose:	For BAC Use. Urgently Needed in the Preparation of Various Contract Documents.				
Note:	Please avoid erasures on your price quotation. Any alteration shall not be considered and ground for disqualification.				
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) as 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