



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

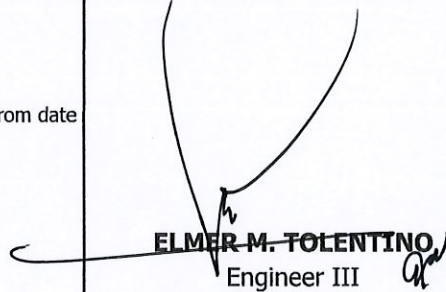


Name of Procuring Entity	: DPWH-Odiongan, Romblon	Request for Quotation	:	2024-09-091
Revised on	:	Date	:	SEP 05 2024
Standard Form/Title:	: REQUEST FOR QUOTATION	Office/End-User	:	PUBLIC INFORMATION OFFICE
Company Name	:			
Address	:			
Tel. No./FAX No.	:			

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 SEP 10 2024 in the return envelope attached herewith to the BAC Secretariat for Goods.

TERMS AND CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period within 10 WD upon receipt of the approved funded Purchase Order (PO).
- 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.
- Price validity shall be for a period of one hundred twenty (120) calendar days.
- G-EPS Registration Certificate shall be attached upon submission of the quotation.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Please indicate the brand for each items being offered.**
- The approved budget ceiling for this procurement is **P160,481.78**.
- Place of Delivery is **PROPERTY AND SUPPLY UNIT, ODIONGAN, ROMBLON**.


ELMER M. TOLENTINO
Engineer III
Chief, Construction Section
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Supply and delivery of office supplies and consumables for use in the Public Information Office, Odiongan, Romblon				
1	Paper Shredder, Good Quality	1	unit		
2	Paper Clip, Vinyl/Plastic Coat, Length: 48mm Min.	4	box		
3	Binder Clip (Large/2")	4	box		
4	Binder Clip (Medium/1.5")	4	box		
5	Binder Clip (Small/1")	4	box		
6	Folder, (Long), Good Quality	40	pc		
7	Paper Fastener, Plastic	2	box		
8	Dispenser, Tape	1	pc		
9	Folder, Arch File with DPWH Logo (A4)	20	pc		
10	Tape, Transparent, Width: 24mm	8	roll		
11	Envelope, Mailing, White 80gsm Long	500	pc		
12	PVC ID Sheet, A4	4	box		
13	Laminating Film (A4), Good Quality	2	box		
14	DJI SC 2, Gimbal Stabilizer	1	unit		
15	Ballpen (Black, 0.5 ballpoint), Good Quality	30	pc		
16	Pencil No. 2, Good Quality	40	pc		
17	Tape, Double Sided (1"), Good Quality	20	roll		
18	Clipboard, Plastic (A4)	8	pc		

19	Record Book, 500 pages, Size: 214mm x 278mm, Good Quality	4	pc	
20	Mobile Pedestal, 3 Doors	2	unit	
21	Paper, Multi-Purpose, A3, 70 gsm, Good Quality	12	ream	
22	Paper, Multi-Purpose, Long, 70 gsm, Good Quality	12	ream	
23	Epson Ink, 001 (Black)	8	bot	
24	Epson Ink, 001 (Cyan)	8	bot	
25	Epson Ink, 001 (Magenta)	8	bot	
26	Epson Ink, 001 (Yellow)	8	bot	
27	DSLR Camera Lense Cleaning Set	1	set	

TOTAL

Purpose:	For use in Public Information Office Documentation Works.
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