



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SURIGAO DEL NORTE 1ST DISTRICT ENGINEERING OFFICE
Dapa, Siargao Island, Surigao del Norte, Region XIII



Name of Procuring Entity	: DPWH Surigao del Norte 1st DEO	Purchase Request No.:	2025-01-0002
Revised on	:	Date:	30-Jan-25
Standard Form/Title	: REQUEST FOR QUOTATION	Office/End-User:	Maintenance Section
Mode of Procurement	: Sec. 52.1(b) SHOPPING		
COMPANY NAME	:		
ADDRESS	:		
TEL. NO./FAX NO.	:	TIN No.:	

Please quote your lowest price on the item/s listed below, subject to the General Conditions stated below and submit your quotation duly signed by your representative not later than 10:00 am of FEB 11 2025 in the return envelope (SEALED) attached herewith to the BAC Secretariat, Surigao del Norte 1st District Engineering Office, Dapa, Siargao Island, Surigao del Norte.

TERMS and CONDITIONS:

- 1) All entries must be typewritten or legibly written
- 2) Delivery period within **30 CD** upon receipt of the approved funded Purchase Order (P.O.) Administrative penalties pursuant to Sec. 69 of the Revised IRR of RA 9184 shall be imposed for non-delivery without valid reasons.
- 3) Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for Equipment; 3 years I.T. Equipment from date of acceptance by the end-user
- 4) Price Validity shall be for a period of 60 Calendar Days
- 5) Shall be attached upon submission of quotation.
 - a. PhilGEPS Registration Certificate (Platinum Membership)
 - b. Mayor's/Business Permit
 - c. Income/Business Tax Return (for ABCs above Php 500K)
 - e. Omnibus Sworn Statement
- 6) Bidders shall submit original **BROCHURES** showing certification of the product, if applicable
- 7) Please indicate the **BRAND** for each items being offered
- 8) The Approved Budget Ceiling (ABC) for this procurement is Php 75,350.00
- 9) Bids submitted thru Mail of Fax will not be accepted.

QUINTINIANO C. ARMENDAREZ, JR.
BAC Chairperson

The awarding for this RFQ will be on lump-sum basis. Prospective suppliers must quote for all of the items, otherwise they will be subjected for disqualification.

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Main Drive Assembly-Model DCSC2022	1	unit		
2	Drum Cartridge Cyan-Model DCSC2022	1	piece		
3	Drum Cartridge Magenta-Model DCSC2022	1	piece		
4	Drum Cartridge Yellow-Model DCSC2023	1	piece		
5	Drum Cartridge Black-Model DCSC2024	1	piece		
	x-x-x nothing follows-x-x-x				

Purpose: Printer/ Photocopier Supplies and Consumables for Procurement Unit use

Total Amount:

Total Amount in Words:

Brand Name and Model :	_____	Warranty	_____
Delivery Period :	_____	Price Validity	_____
Place of Delivery :	To be delivered at DPWH, Surigao del Norte 1st DEO, Dapa, SDN		
	Terms of Payment : Cash on Delivery NOT applicable		

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above. If the space for Delivery Period, Warranty and Prices Validity are left blank, it means that I concur with the Terms and Condition specified by DPWH.

Tel.No. _____
Email Address: dpwhsurigaodelnorte1st@gmail.com

Printed Name/Signature

Tel. No./Cellphone No./Email Address