



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BUKIDNON 3RD
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE X

Dicklum, Manolo Fortich, Bukidnon

Name of Procuring Entity	: DPWH - Bukidnon 3rd DEO	Request for Quotation (P.R. No.): 2024-02-0024
Revised on	:	Date: February 24, 2025
Standard Form/Title	: REQUEST FOR QUOTATION	Office/End-User: Finance Section
COMPANY NAME :		
ADDRESS :		
TEL. NO./FAX NO. :	TIN :	

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 _____ in the return envelope attached, to the BAC Secretariat for Goods, DPWH - Bukidnon 3rd DEO, Dicklum, Manolo Fortich, Bukidnon.

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period within _____ 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.
- Warranty shall be for a minimum of three (3) months for supplies & materials; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user
- Price validity shall be for a period of sixty (60) calendar days.
- a) DTI business name/SEC registration of supplier, b) Latest *Income and business tax returns duly stamped and received by the btr* and duly validated with the tax payments made thereon, c) *PHILGEPS* registration number, d) Latest *Mayor's Business permit* shall be attached upon submission of the quotation.
- Bidders shall submit original brochures of the product.
- Please indicate the brand for each item being offered (Brand indicated will be final / No Substitution)
- The approved budget ceiling for this procurement is **₱35,875.00**


SMAEL R. ALAJID
BAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Paper Fastener (Safety Prong)	50	box		
	* Rustfree and Sharpfree				
	* Highest Quality				
	* 7cm (hole to hole) x 5mm				
	50 sets (compressor with base)				
2	Paper Clip 3mm	25	box		
3	Scissor (Stainless 12 inches)	10	piece		
4	Noted Pad Stick on 0.6 x 2 inches	50	pad		
5	Noted Pad Stick on 3 x 3 inches	50	pad		
6	Staple Remover (plier)	10	piece		
7	Puncher (Heavy Duty)	10	piece		
8	Signpen Green (Hi-techpoint) 0.5 Broad	50	piece		
9	Signpen Blue (Hi-techpoint) 0.5 Broad	50	piece		
10	Signpen Black (Hi-techpoint) 0.5 Broad	50	piece		
11	Signpen Black (Hi-techpoint) V10 Grip) 1.0 Broad/Large	50	piece		
12	Finger Moistener E40g	30	piece		
	*** Nothing Follows***				

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

Purpose : For use in the Finance Section

Brand and Model :
Delivery Period :

Warranty :
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 concur with the Terms and Conditions specified by DPWH.

BAC-Secretariat:
Tel. No./Fax No. 853-2204
email: prubuk3deo@gmail.com

Printed Name/Signature/Date

Tel. No./Cellphone No./E-mail Address