



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE VI
Fort San Pedro, Iloilo City



**NOTICE OF ALTERNATIVE METHOD OF
PROCUREMENT**

Notice is given that the DPWH Regional Office VI will conduct an **Alternative Method of Procurement** thru **Negotiated Procurement – Small Value Procurement** in accordance with Section 53.9 of the Revised Implementing Rules and Regulation of RA 9184.

- a. Purchase Request No. 2025-04-040 dated April 21, 2025
- b. Description: **Procurement of Two (2) unit Paper Shredder for use in the Office of the Regional Director, DPWH Regional Office VI, Iloilo City**
- c. Location: DPWH, Regional Office VI, Iloilo City
- d. Approved Budget for the Contract (ABC): Php 172,000.00
- e. Delivery Period: 30 CD upon receipt of NTP

The Deadline for submission of the accomplished application forms will be on **May 22, 2025** and shall be opened at 10:00 A.M. on the same date. Quotations submitted thru email and mail/fax will not be accepted.

Any requests for additional information concerning this bidding shall be directed to the following:

SEVERO A. RUIZ

Head, Procurement Unit

ruizsa@dpwh.gov.ph


MARILOU G. ZAMORA
BAC Chairperson

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office VI, Iloilo City

Procurement of Two (2) unit Paper Shredder for use in the Office of the Regional Director, DPWH Regional Office VI, Iloilo City

Name of Procuring Entity:	Revised for Quotation (P.R. No.): 2025-04-040
Revised on:	Date: April 21, 2025
Standards For Title: Request for Quotation	Office/End-User: Office of the Regional Director
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 and submit your quotation duly signed by your authorized representative not later than **10:00 A.M. of May 22, 2025** in the return envelope attached herewith, to the Procurement Unit, DPWH Regional Office VI, Iloilo City.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is **30 CD** 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 year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. First Envelope - Technical Documents composed of; G-EPS Registration Certificate, Mayor's/Business Permit, DTI (Sole Proprietor)/SEC (Corporation/Inc.), Tax Clearance, Income Tax Return (for ABC above 500k) and Omnibus Sworn Statement with Secretary Cert. for Corporation and SPA for sole proprietor shall be attached. Second Envelope - Financial Documents composed of Request for Quotation duly accomplished. (Sealed in separate envelope)
6. Bidders shall submit original brochures showing certifications of the product (If applicable).
7. Please indicate the brand and model for each item being offered, Delivery period, warranty and price validity. Failure to indicate the required data shall result in automatic disqualification of its bid (Non-responsive bid).
8. The approved budget ceiling for this procurement is **P172,000.00**


MARILOU G. ZAMORA
BAC Chairperson

ITEM NO.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	Paper Shredder	2	units		
	<i>Please see attached Technical Specifications</i>				
	<i>Note: To be delivered at DPWH Regional Office VI, Iloilo City</i>				
	The awarding for this RFQ will be on the lump-sum basis. Prospective Suppliers must quote for all of the items. Otherwise they will be subjected for disqualification.				
				Total-----	

Amount in Words:

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 the 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 the DPWH.

Contact No. (033) 3299029
bactwgregion6@yahoo.com

Printed Name/Signature/Date
Tel. No./Cellphone No./Email Address

Shreds 18 sheets of paper per pass into 397 (5/32 x 1-1/2" Security Level P-4) cross-cut particles for enhanced security on highly confidential documents to help keep your information safe. Also shreds staples, credit cards, paper clips, CDs/DVDs and junk mail
Runs for up to 30 minutes before a cool down period is needed allowing you to complete shredding jobs in one sitting
Patented 100% Jam Proof System eliminates paper jams and powers through tough jobs for frustration-free shredding
SafeSense Technology automatically disables shredder when hands touch the paper opening, helping to protect more than just your identity
Spacious 9 gallon pull-out bin and LED bin-full indicator eliminates the need for frequent emptying

Jam Prevention Features: 100% Jam Proof System
Feed Type: Traditional
Auto Start/Stop: Yes - Electronic
Basket Type: Pull-out Bin
Bin Full Light: Yes
Can Shred: Staples, Credit Cards, Paper Clips, CDs/DVDs
Cut Size (inches): 5/32" x 1-1/2"
Cut Type: Cross-Cut
DIN Level - Paper: P-4
Maximum Run Time (minutes): 30 min on / 40 min off
Energy Efficient Features: Energy Savings System
Material Type: Plastic
Model Number: 99CI
Noise Features: SilentShred™
Paper Entry Width (inches): 9
Safety Features: SafeSense®
Speed (Feet Per Minute): 10
Usage: Shared
Strength: SOHO
Bin Capacity (gallons): 9
Run Time (minutes): Up to 30
Sheet Capacity: 18
Shreds Per Sheet: 397

