



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
APAYAO 1ST DISTRICT ENGINEERING OFFICE
Conner, Apayao, Cordillera Administrative Region



Name of Procuring Entity : **Apayao 1st District Engineering Office** Request for Quotation (P.R. No.) : **2025-05-0046**

Revised on : Date : **June 2, 2025**
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : **Maintenance 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 am. on June 9, 2025** in the return envelope attached herewith, to the **BAC Secretariat, DPWH-Apayao 1st DEO, Conner, Apayao**

TERMS and CONDITIONS :

- All entries must be typewritten or legibly written.
- Delivery period within **10 (Ten) calendar days** 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 **one (1) month for fuels; 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**.
- PhilGEPS Registration Certificate, Mayor's Permit/ DTI/Tax Clearance/ Certificate of Registration(BIR)** shall be attached upon submission of the quotation
- Bidders shall submit **original brochures** of the product showing certification of its availability if applicable
- Please **specify brand name** being offered.
- The approved budget ceiling for this procurement is **Php213,905.00**
- Submit Omnibus Sworn Statement (for ABCs above 50K).

GERALDO B. DAOWAG
Chief, Construction Section
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	OFFICE SUPPLY				
	BALLPEN, blue 0.3	2	box		
	BALLPEN, black 0.3	2	box		
	BALLPEN, blue 0.5	2	box		
	BALLPEN, black 0.5	2	box		
	CLIP, backfold, 1/2", 13mm, 12s/box	3	box		
	CLIP, backfold, 1 1/4", 32mm, 12s/box	3	box		
	Cutomized with hard cover and with thickness of 2.5mm or more, PVC royal blue white ply-leaf inside with 7 cm (capacity) x 3 inches (ring distance) lever-arch the mechanism with rado lock ring pocket and without DPWH Logo on spine expansion of at least 75	30	pcs		
	FASTENER, for paper, plastic	5	box		
	HIGHLIGHTER Blue	10	pcs		
	PAPER, Bond A3, substance 24	5	ream		
	CORRECTION TAPE Disposable	30	pcs		
	White Board 3'x2'	1	pcs		
	PLEASE Sign Stick on notes	5	pack		
	Tape, Masking width 24mm, 50 meters	30	roll		
	MARKER-white board bullet type, black	5	box		
	MARKER-permanent bullet type, black	5	box		
	Index Label Tagging (yellow)	30	set		
	Ink refill for permanent and white board marker 30 ml (black)	3	bottle		
	PUNCHER, heavy duty	2	piece		
	Clear sheet refill A4	30	pack		
	GENERAL SUPPLY				
	Sweat shirts (orange) with printed DPWH logo (front) Maintenance (back) with reflectorized (80 XL & 50 2XL)	130	pcs		
	Long sleeved neon orange t-shirt with dark blue sleeves	30	pcs		
	Tarpaulin (4'x6') for lakbay-alalay	8	pcs		
	Spray paint black	30	can		
	Spray paint red	15	can		

Spray paint green	15	can		
Spray paint yellow	10	can		
ICT EQUIPMENT				
FLASHDRIVE 64GB capacity OTG (type c)	10	pcs		
SURVEY EQUIPMENT				
Cap with DPWH logo (orange)	20	pcs		
Reflectorized Vest with DPWH logo	20	pcs		
<i>xxxxx nothing follows xxxxx</i>				
			Grand Total -----	
Supply and Delivery of Office Supplies, General Supplies, ICT Equipment, and Survey Equipment for Use of Maintenance Section				
Brand and Model : _____		Warranty : _____		
Delivery Period : _____		Price Validity : _____		
<small>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.</small>				
			_____ <i>Printed Name / Signature / Date</i>	
			_____ <i>Tel. No. / Cellphone No. / E-mail Address</i>	