



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL III
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE VII
Sawang, Guindulman, Bohol

Name of Procuring Entity : DPWH, Bohol 3rd DEO

Request for Quotation (P.R. No.) : 24-06-0028

Revised on :

Date : 06-26-2024

Standard Form/Title : **REQUEST FOR QUOTATION**

Office/End-User : Administrative Section

COMPANY NAME

Mode of Procurement: Shopping

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 08/12/2024 in the return envelope attached herewith, to the DPWH Bohol 3rd District Engineering Office, Guindulman, Bohol

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 20 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.
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. Warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate/Mayor's Permit.
6. Bidders shall submit original brochures showing certifications of the product.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **PHP 674,287.19**

JUANITO A.OLAÑO
BAC Chairman

| Item No. | DESCRIPTION | QTY | UNIT | UNIT PRICE | TOTAL PRICE |
|---|------------------------------------|-----|--------|--------------|-------------|
| 1 | Alcohol (500ml) 70% | 15 | bottle | | |
| 2 | Air Freshener (Scented) | 10 | can | | |
| 3 | Ballpen blue | 3 | box | | |
| 4 | Ballpen (Table Top) black | 20 | pcs | | |
| 5 | Ballpen (Table Top) blue | 20 | pcs | | |
| 6 | Ballpen (Black) | 10 | box | | |
| 7 | Ball pen Hi-techpoint VTRT, Black | 10 | box | | |
| 8 | Ballpen (black) refill retractable | 10 | pcs | | |
| 9 | Ballpen (blue) refill retractable | 10 | pcs | | |
| 10 | Ballpen (green) refill retractable | 10 | pcs | | |
| 11 | Book End | 6 | pair | | |
| 12 | Bond Paper A4 | 615 | ream | | |
| 13 | Bond Paper A3 (11 3/4" x 16 1/2") | 20 | ream | | |
| 14 | Bond Paper Long Sub 20 | 75 | ream | | |
| 15 | Bondpaper Short SUB 20 | 20 | reams | | |
| 16 | Bondpaper Long 8.5x13 80gsm | 10 | ream | | |
| 17 | Binder Clips 1" | 30 | box | | |
| 18 | Binder Clip Big | 10 | box | | |
| for use in (Finance Section, Maintenance Section, Quality Assurance Section, Construction Section, Administrative Section, BAC Unit and Property Unit) of DPWH Bohol 3rd Office | | | | | |
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Brand and Model :

Warranty :

Delivery Period :

Price Validity :

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Printed Name / Signature / Date



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DISTRICT ENGINEERING OFFICE
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Name of Procuring Entity : DPWH, Bohol 3rd DEO

Request for Quotation (P.R. No.) : 24-06-0068

Revised on :

Date : 06-26-2024

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|---|---|-----|-------|--------------|-------------|
| 19 | Binder Clip 51mm | 5 | box | | |
| 20 | Blue Folder Long | 50 | pcs | | |
| 21 | Calculator (compact desk type, 12 digits) | 3 | Unit | | |
| 22 | Colored paper (Green) | 10 | packs | | |
| 23 | Colored Pencil 12 Colors | 15 | pcs | | |
| 24 | Construction Paper (Yellow Green) A4 | 50 | pack | | |
| 25 | Correction Pen | 25 | pcs. | | |
| 26 | Correction Tape (6 meters) | 70 | pcs. | | |
| 27 | Date Stamp | 3 | pcs | | |
| 28 | Double Sided Tape | 34 | pcs | | |
| 29 | Duck Tape | 20 | pcs | | |
| 30 | Envelope Brown Long | 30 | pcs | | |
| 31 | Envelope Brown (Short) | 50 | pcs | | |
| 32 | Envelope (Long), Ordinary Brown | 65 | pcs. | | |
| 33 | Expanding Envelope Long with Garter | 5 | pcs. | | |
| 34 | Expanded Envelope Long | 50 | pcs | | |
| 35 | Folder Clipboard double fold (long) | 15 | pcs | | |
| 36 | Finger Moistener | 5 | pcs | | |
| for use in (Finance Section, Maintenance Section, Quality Assurance Section, Construction Section, Administrative Section, BAC Unit and Property Unit) of DPWH Bohol 3rd Office | | | | | |
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|---|---|-----|-------|--------------|-------------|
| 37 | Folder Divider | 100 | pack | | |
| 38 | Folder Long White | 500 | pcs. | | |
| 39 | Glue | 2 | pcs | | |
| 40 | Glue Stick, all Purpose E515 Clear 22g | 15 | pcs | | |
| 41 | Green Folder Long | 50 | pcs | | |
| 42 | Highlighter assorted colors | 13 | pcs | | |
| 43 | Index of payment to employees (Index cards) | 50 | packs | | |
| 44 | Leave Cards | 100 | packs | | |
| 45 | Mailing Envelope Long | 50 | box | | |
| 46 | Marker White Board | 12 | pcs | | |
| 47 | Masking Tape | 26 | pcs | | |
| 48 | Mechanical Pencil 0.5 refill | 8 | tube | | |
| 49 | Paper Clip Small | 15 | box | | |
| 50 | Paper Clip 50mm | 7 | box | | |
| 51 | Paper/Document Rack (3 Tray) | 1 | Unit | | |
| 52 | Parchment Paper | 10 | reams | | |
| 53 | Pencil # 2 | 26 | boxes | | |
| 54 | Pencil Eraser | 50 | pcs | | |
| for use in (Finance Section, Maintenance Section, Quality Assurance Section, Construction Section, Administrative Section, BAC Unit and Property Unit) of DPWH Bohol 3rd Office | | | | | |
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|---|---|-----|-------|--------------|-------------|
| 55 | Pentil Pen black & blue | 5 | pcs | | |
| 56 | Permanent Market (broad)black | 5 | pcs | | |
| 57 | Photopaper 4R 100 sheets | 45 | pack | | |
| 58 | Picture Frame | 5 | pcs | | |
| 59 | Plastic Paper Fastener | 26 | box | | |
| 60 | Plastic Storage Box (Black) | 55 | piece | | |
| 61 | Plastic Storage Box (White) | 5 | pcs. | | |
| 62 | Plastofort Carbon Paper Long Black | 1 | box | | |
| 63 | Plastofort Carbon Paper Long Blue | 1 | box | | |
| 64 | Puncher | 4 | pcs | | |
| 65 | Puncher heavy duty with two whole guide | 4 | pcs | | |
| 66 | Record Book 500 pages (216mm-279mm) | 30 | pcs | | |
| 67 | Refill pilot hitech pint v7rt | 37 | pcs. | | |
| 68 | Rubber Band | 5 | boxes | | |
| 69 | Ruler (Transparent) | 3 | pcs | | |
| 70 | Sign PEN, black (.4) | 14 | doz. | | |
| 71 | Sign Pen 0.4 Blue | 6 | box | | |
| 72 | Sign Pen 0.4 Black Refill | 2 | box | | |
| for use in (Finance Section,Maintenance Section, Quality Assurance Section,Construction Section, Administrative Section, BAC Unit and Property Unit) of DPWH Bohol 3rd Office | | | | | |
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JUANITO A. OLAÑO
BAC Chairman

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|----------|--|-----|-------|--------------|-------------|
| 73 | Sign Pen 0.7 blue | 5 | box | | |
| 74 | Sign Pen 0.7 black | 16 | box | | |
| 75 | Sign Pen 0.7 blue Refill | 5 | box | | |
| 76 | Sign Pen 0.7 black Refill | 13 | box | | |
| 77 | Sign Pen .3 black | 3 | box | | |
| 78 | Sign Pen .3 blue | 3 | box | | |
| 79 | Sign Pen black Hi-techpoint V7 RT | 2 | box | | |
| 80 | Sign Pen blue Hi-techpoint V7 RT | 2 | box | | |
| 81 | Scientific Calculator F-789SGA | 5 | pcs | | |
| 82 | Scissor 17cm (Soft inner handles) | 12 | pcs | | |
| 83 | Scotch Tape Dispenser (Big) | 3 | pc | | |
| 84 | Scotch Tape (Transparent) width 24mm | 5 | rolls | | |
| 85 | Sharpener | 10 | pcs | | |
| 86 | Stamp Pad Ink (Blue) | 5 | pcs | | |
| 87 | Stamp Pad Ink (Green) | 3 | pcs | | |
| 88 | STAPLE WIRE # 35 | 136 | box | | |
| 89 | Staple Remover, Plier type | 30 | pcs | | |
| | | | | | |
| | for use in (Finance Section, Maintenance Section, Quality Assurance Section, Construction Section, | | | | |
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Brand and Model : _____

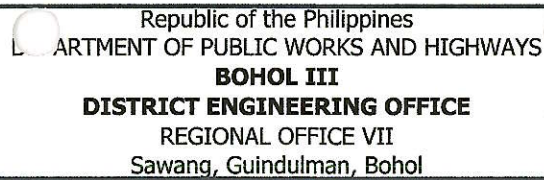
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PHP 674,287.19

JUANITO A.OLAÑO
BAC Chairman

| Item No. | DESCRIPTION | QTY | UNIT | UNIT PRICE | TOTAL PRICE |
|---|-------------------------------------|-----|------|--------------|-------------|
| 90 | Stapler HD50R | 5 | pcs | | |
| 91 | Sticky Notes 3x3 inches | 6 | pack | | |
| 92 | Sticky Notes 3x4 inches | 16 | pad | | |
| 93 | Sticky Notes 3x5 | 30 | pcs | | |
| 94 | Tape packaging 48mm 50meters length | 16 | roll | | |
| 95 | Transparent Tape | 30 | pcs | | |
| 96 | Yellow Expanded Folder Long | 50 | pcs | | |
| 97 | Yellow Pad Paper | 10 | pad | | |
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