

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE DISTRICT ENGINEER
Airport Avenue, Brgy. Cavit, Laoag City

Name of Procuring Entity : DPWH-INFDEO Request for Quotation : 24GAA0047
(P.R. No.) : (2024-05-066)
Revised on : Date : May 3, 2024
Standard Form/Title : REQUEST FOR QUOTATION Office/End-User : UPMO-FCMC
24GAA0047: PROCUREMENT OF OFFICE SUPPLIES FOR USE AT DPWH-UPMO-FCMC, LAOAG CITY, ILOCOS NORTE

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 May 20, 2024 in the return envelope attached herewith, to the BAC Secretariat DPWH-INED I, Airport Avenue, Brgy. Cavit, Laoag City.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within seven (7) 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.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPIS Registration, Tax Clearance, and Mayor's/Business Permit shall be attached upon submission of the quotation.
6. Please indicate the brand for each items being offered.
7. The approved budget ceiling for this procurement is P140,692.50

ANGELITO A. DIAN

BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1)	Ballpen	10	dozen		
2)	Bond paper A4, sub. 20	15	reams		
3)	Bond paper legal, sub. 20	15	reams		
4)	Correction tape	50	pcs		
5)	Customized folder, A4	100	pcs		
6)	Double sided tape 1"	20	pcs		
7)	Expanded envelope	2	box		
8)	Folder, legal	1	pack		
9)	Masking tape 1"	50	pcs		
10)	Masking tape 2"	50	pcs		
12)	Packing tape 2"	50	pcs		
13)	Permanent marker, broad	5	dozen		
14)	Permanent marker, fine	5	dozen		
15)	Sign pen 0.5 black	10	dozen		
16)	Sign pen 0.7 black	10	dozen		
17)	Transparent tape 1"	60	pcs		
18)	Transparent tape 2"	60	pcs		

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.

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

Telefax: (077) 670-8468

c/o BAC Secretariat

email: doloroso.james@dpwh.gov.ph

Printed Name / Signature / Date

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

Publication: May 16, 2024