



Republic of the Philippines+A1:BG60
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ZAMBOANGA SIBUGAY 2nd DISTRICT ENGINEERING OFFICE
Ipil, Zamboanga Sibugay, Region IX

Name of Procuring Entity : DPWH-Zamboanga Sibugay 2nd DEO Request for Quotation (P.R. No.) : 2024-10-276
Revised on : Date : October 17, 2024

REQUEST FOR QUOTATION

Standard Form/Title : 24GJF0318 - Office Supplies ,Consumables Office/End-User : Supply Unit
Accessories and Equipment for use in the 2nd District Engineering Office, this district

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 October 24, 2024 in the return envelope attached herewith, to the Goods & Services Division, Procurement Unit, Zamboanga Sibugay 2nd DEO, Tirso Babiera, Ipil, Zamboanga Sibugay.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 7 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. Price validity shall be for a period of sixty (60) calendar days.
4. G-EPIS Registration Certificate/Mayor's Permit/DTI /Omnibus Sworn Statement/ Income Tax Statement shall be attached upon submission of the quotation.
5. Bidders shall submit original brochures of the product .
6. Please indicate the brand for each items being offered.
7. The approved budget ceiling for this procurement is P 941,556.00

RYAN VERGEL C. BUAC

Engineer - III

Chief, Planning & Design Section

BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Bond Paper A4	500	rm		
2	Bond Paper Long	400	rm		
3	Bond Paper A3	10	rm		
4	Envelop Expanded Brown(Long)	100	pcs		
5	Envelop Long (Brown)	100	pcs		
6	Envelop Short (brown)	100	pcs		
7	Folder Long Expanded (White w/Green Side	300	pcs		
8	Folder Long (white)	200	pcs		
9	Folder A4 (White)	200	pcs		
10	Log Book (Wide) 500 pages	30	pcs		
11	Log Book (Wide) 300 pages	30	pcs		
12	Pilot Hi-tech V10 Grip Sign Pen Black	20	bxs		
13	Pilot Hi-tech V10 Grip Sign Pen Blue	30	bxs		
14	Flexstick Ballpen 0.7 Blue	30	bxs		
15	Flexstick Ballpen 0.7 Black	30	bxs		
16	Sign Pen 0.3 (my Gel) Black	20	bxs		
17	Sign Pen 0.3 (my Gel) Blue	20	bxs		
18	Sign Pen 0.7 (my Gel) Black	20	bxs		
19	Sign Pen 0.7 (my Gel) Blue	20	bxs		
20	Permanent Marker Broad Black (Refillable)	20	bxs		
21	Permanent Marker Broad Blue (Refillable)	20	bxs		
22	White Board Marker Black	20	bxs		
23	Mongol Pencil	25	bxs		
24	Heavy Duty Puncher	25	pcs		
25	Heavy Duty Stapler	30	pcs		
26	Staple Wire Remover	50	pcs		
27	Paper Clips big (metal)	50	bxs		
28	Fastener Plastic	20	bxs		
29	Staple wire 35	50	bxs		
30	Office Scissor Heavy Duty	50	pcs		
31	Stamp Pad Blue No.3	20	pcs		
32	Paper Clamp 1/2 inch	30	bxs		
33	Paper Clamp 1 inches	30	bxs		
34	Paper Clamp 2 inches	30	bxs		

35	Double Sided Tape 3/4	100	pcs		
36	Scotch Tape 1 inch (clear)	75	pcs		
37	Packing Tape 2" clear	75	pcs		
38	Dater Stamp (Self inking)	10	pcs		
39	Paper Cutter (Board)	3	pcs		
40	Fastener Stainless	15	bxs		
41	Battery AA	30	pcs		
42	Battery AAA	30	pcs		
43	Ladder Aluminum A-Type (2x6 steps)	2	pcs		
44	HighLighter (assorted color)	30	pcs		
45	Stamp Pad Ink Blue	10	pcs		
46	Calculator 12 Digits	20	pcs		
47	Matrix Pencil Sharpener	12	pcs		
48	Keyboard (USB Wired)	10	pcs		
49	Mouse with Cord	10	pcs		
50	Staple Wire Remover	33	pcs		

Brand Name and Model : _____ Warranty : _____
Delivery Period : 7 days Price Validity : None

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.

Tel. No. 957-3446

Printed Name / Signature / Date

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