



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ZAMBOANGA SIBUYAN
1st DISTRICT ENGINEERING OFFICE
Regional Office 1A
Dapitan, Zamboanga Sibuyan

Name of Procuring Entity : Request for Quotation (P.R. No.) : 24-05-164
Date: 05-30-2024
Standard Form Title : REQUEST FOR QUOTATION
Office/End-User :

COMPANY NAME :
ADDRESS :
TEL NO / FAX NO :

TIN No.

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 **June 3, 2024** in the return envelope attached herewith, to the BAC Secretariat for Goods, GPMH, 1st DEO, Dapitan, Zamboanga Sib

TERMS and CONDITIONS

- The following documents must be included in the submitted quotation:
1. Eligibility Requirements
 2. Philippine Registration Certificate
 3. Mayor's Permit
 4. DTI Business Registration/CDA
 5. Latest Income Tax Return (for ABC P50,000 and above)
 6. Tax Clearance from the BIR
 7. Certificate of Good Standing (for ABC P50,000 and above)
 8. Valid ID of the bidder
 9. An envelope must be for a minimum of three (3) months for supplies and materials, one year for Equipment from date of acceptance by the pro
 10. Bids shall be sealed and labeled with the name of the bidder and the title of the project, if applicable.
 11. Bids shall be submitted in original and duplicate copies.
 12. Bids shall be opened by the BAC on the date and time specified in the RFP.
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MELIVAR B. BAROY
Chief Maintenance Section
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Ballpen Black	10.00	box		
2	Ballpen Blue	5.00	box		
3	Ballpen Blue 12pc/box	3.00	box		
4	Ballpen Black 12pc/box	3.00	box		
2	Sign pen (blue) 12pc/box	13.00	box		
3	Sign pen (black) 12pc/box	13.00	box		
4	Sign pen violet 0.5mm 12pc/box	5.00	box		
5	Bond paper (A4)	50.00	ream		
6	Bond paper (legal)	50.00	ream		
7	Calculator	9.00	unit		
8	Clip backfold, 50mm	11.00	box		
9	Clip backfold, 40mm	10.00	box		
10	Clip backfold, 20mm	10.00	box		
11	Correction tape (5-8 meters)	60.00	pcs		
12	Detergen powder, all purpose, 1kg/pack	10.00	pack		
13	Dishwashing liquid 500ml	30.00	bottle		
14	Double sided (1/2")	35.00	roll		
15	Double sided (24mm)	20.00	roll		
16	Double sided (48mm)	20.00	roll		
17	HP Ink GT52 (Black)	10.00	bottle		
18	HP Ink GT52 (Cyan)	5.00	bottle		
19	HP Ink GT52 (magenta)	5.00	bottle		
20	HP Ink GT52 (yellow)	5.00	bottle		
21	Epson ink 003 (black)	30.00	bottle		
22	Epson ink 003 (cyan)	12.00	bottle		
23	Epson ink 003 (magenta)	12.00	bottle		
24	Epson ink 003 (yellow)	12.00	bottle		
25	Extension wire 8-meter min	5.00	pcs		
26	Note pad, 2x3	50.00	pad		
27	Note pad, 3x3	50.00	pad		
28	Note pad, 3x4	50.00	pad		
29	Paper clip, big	10.00	box		
30	Paper clip, small	21.00	box		
31	Photo paper	31.00	pack		
32	Ruler 12 inch	8.00	pcs		
33	Scissor (big)	14.00	pcs		
34	Stapler remover (hand-held)	10.00	pcs		
35	Staple wire (no. 35)	40.00	box		

-Continue in Next Page-

36	Stapler	7.00	pcs		
37	Stamp pad	7.00	pcs		
38	Stamp pad Ink (1ltr)	2.00	bottle		
39	Kraft expanded Envelope (Legal size)	50.00	pcs		
40	Kraft expanded Envelope (A4 size)	50.00	PCS		
41	CD (Re-writable)	50.00	pcs		
42	Permanent marker (blue)	5.00	box		
43	Brown Folder (Legal size)	1.00	pack		
44	Brown Folder (A4 size)	1.00	pack		
45	Pencil 12pc/box	2.00	box		
46	White Folder (Legal size) 100pcs/pack	20.00	pack		
47	White Folder (A4 size) 100pcs/pack	21.00	pack		
48	Morocco Folder (a4 size) blue color	1.00	pack		
49	Fastener (metal)	25.00	box		
50	Scotch tape (24mm)	5.00	roll		
51	Scotch tape (48mm)	5.00	roll		
52	Puncher, heavy duty	4.00	pcs		
53	Sticker paper	55.00	pack		
54	Paper tagboard	51.00	ream		
55	Brown envelope A4 Size	21.00	box		
56	cutter (big)	2.00	pcs		
57	cutter	3.00	pcs		
58	File box, 15inch W, 15.5inc L, 9.5inch H, Royal blue w/DPWH Logo	50.00	pcs		
59	Toilet bowl & urinal cleaner, 500ml	25.00	bottle		
60	Toilet deodorizer	10.00	pcs		
61	Toilet tissue paper	230.00	roll		
62	Alcohol (500ml)	50.00	bottle		
63	Disinfectant spray	25.00	can		
64	Air freshener	20.00	can		
65	Furniture polish	10.00	can		
66	Mop	6.00	pc		
67	raags 30 pcs/bundle	2.00	bundle		
68	Car refresher	10.00	can		
69	Glass cleaner	5.00	bottle		

XXXXXXXXXXXXXXXXXXXX
 Purpose : For use in the Cashiering Unit, supply Unit, COA Office, Procurement Unit & IT Unit, DPWH, Zamboanga Sibugay, 1st DEO,
 Diplahan, ZSP.
 Brand and Model : _____ Warranty : _____
 Delivery period : _____ Price Validity : _____

After having carefully read and accepted your General condition, I/We agree 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.

Printed Name / Signature / Date _____

Tel. No. / Cellphone No. / Email Address _____