



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**ZAMBOANGA SIBUGAY**  
**1st DISTRICT ENGINEERING OFFICE**  
Regional Office IX  
Diplahan, Zamboanga Sibugay

Name of Procuring Entity : Request for Quotation (P.R. No.) : 24-07-230  
Revised on : Date: 07-24-2024  
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 **July 29, 2024** in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH, 1st DEO, Diplahan, Zamboanga Sibugay.

**TERMS and CONDITIONS:**

The following documents must be included in the submitted quotation:

- Eligibility Requirements:
  - PhilGeps Registration Certificate
  - Mayor's Permit
  - DTI Business Registration/SEC/COA
- Tax Clearance from the BIR
- Latest Income business tax return duly and received by the BIR and duly validated with the Tax Payments (FOR ABC P500,000 and above)
- Omnibus Sworn Statement (FOR ABC P50,000 and above)
- All entries must be typewritten or legibly written.
- Warranty shall be for a minimum of three (3) months for supplies and materials; one year for Equipment from date of acceptance by the end-user.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Please indicate the brand for each item being offered.
- The approved budget ceiling for this procurement is **P 86,450.00**
- Any charges that may be imposed by the bank, shall be serve and/or shouldered by the payer/supplier.
- Delivery period within 15 calendar days upon of the approved funded Purchase Order.

**MELVAR B. BAROY**  
Chief, Maintenance Section  
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Digital Copier Machine	1.00	unit		
	<b>Technical Specifications:</b>				
	-Photocopier Scanner				
	-Print/copy speed: 15-20ppm image/minute				
	-Paper size : A3 Maximum				
	-USB Port support				
	XXXXXXXXXXXXXXXXXXXX				

<b>Purpose</b>	For use in the Maintenance Section, DPWH, Zamboanga Sibugay, 1st DEO, Diplahan, Zamboanga Sibugay.
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Brand and Model : \_\_\_\_\_ Warranty : \_\_\_\_\_  
Delivery period : \_\_\_\_\_ Price Validity : \_\_\_\_\_

*After having carefully read and accepted your General condition, 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.*

Printed Name / Signature / Date

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