

Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

CAPIZ 2ND

DISTRICT ENGINEERING OFFICE

Regional Office VI

Request for Quotation (P.R. No.) : 2024-03-0015

Date : March 26, 2024

Office/End-User :	Procurement Unit
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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 2:00 P.M. of April 8, 2024 in the return sealed envelope attached herewith, to the Bids and Awards Committee Office, Capiz 2nd District Engineering Office, Dumalag, Capiz.

PROCUREMENT OF PARTS & ACCESSORIES FOR THE REPLACEMENT OF THE DAMAGED COPIER TO BE USED IN THE PROCUREMENT UNIT

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 15-20 upon receipt of the approved funded

2. Delivery period within 15 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-EPS Registration Certificate/Mayor's Permit/DTI/Omnibus sworn statement shall be attached upon submission of the quotation.

6. Bidders shall submit original brochures of the product .

7. Please indicate the brand for each item being offered.

8. The approved budget ceiling for this procurement is Php 9,725.00

[illegible]

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.

Printed Name / Signature / Date

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