

Republic of the Philippines  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
ILOCOS NORTE 1ST DISTRICT ENGINEERING OFFICE  
Airport Avenue, Brgy. Cavit, Laoag City

Name of Procuring Entity : DPWH-INFDEO Request for Quotation : **25GAA0026**  
(P.R. No.) : **(2025-03-038)**  
Revised on : Date : **March 3, 2025**  
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : **DPWH-INFDEO**  
**25GAA0026: PROCUREMENT OF INK, TONER AND DRUMS FOR USE OF PLANNING AND DESIGN SECTION, BIDS AND AWARDS**  
**COMMITTEE, FINANCE SECTION AND ADMINISTRATIVE SECTION (HRMU), DPWH-INFDEO, 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 March 7, 2025 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 fifteen (15) 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-EPS Registration, Tax Clearance, Mayor's/Business Permit, Income Tax Returns and Omnibus Sworn Statement be attached upon submission of the quotation.
6. The approved budget ceiling for this procurement is P823,120.00

  
**MARK LOUIE B. GALIZA**  
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1)	WFC21000 ink black	10	cart		
2)	WFC21000 ink cyan	2	cart		
3)	WFC21000 ink magenta	2	cart		
4)	WFC21000 ink yellow	2	cart		
5)	WFC21000 maintenance box	8	pcs		
6)	DCS2520 toner black	7	cart		
7)	iR2224N toner cartridge black	3	cart		
8)	iR2224N drum cartridge	1	cart		
9)	iRADV C3822i toner cartridge black	2	cart		
10)	iRADV C3822i toner cartridge cyan	2	cart		
11)	iRADV C3822i toner cartridge magenta	2	cart		
12)	iRADV C3822i toner cartridge yellow	2	cart		
13)	iRADV C3822i drum cartridge black	1	cart		
14)	iRADV C3822i drum cartridge cyan	1	cart		
15)	iRADV C3822i drum cartridge magenta	1	cart		
16)	iRADV C3822i drum cartridge yellow	1	cart		
17)	iRADV C3822i waste toner	1	pc		
	*****Nothing Follows*****				

Brand and Model:

Warranty:

Delivery Period:

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.

Printed Name / Signature / Date

Telefax: (077) 670-8468

c/o BAC Secretariat

email: [doloroso.james@dpwh.gov.ph](mailto:doloroso.james@dpwh.gov.ph)

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

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