



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CORDILLERA ADMINISTRATIVE REGION
Engineers Hill, Baguio City



Shopping [Section 52.1 (b)]

Name of Procuring Entity: DPWH-CAR Regional Office Request for Quotation: 25GP00050

Standard Form/Title: REQUEST FOR QUOTATION Office/End user: PDD

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 **2:00 PM** of **29 MAY 2025** in the return envelope attached herewith, to the BAC Chairman, DPWH-CAR Regional Office.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
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 months for supplies & materials; one year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. For all Suppliers, the two (2) envelope system will be followed. The first envelope shall contain the following eligibility document/s:
(A) PhilGEPS Platinum Certificate (Certified Copy) or PhilGEPS Registration Number; and
(B) Mayor's Permit (Certified Copy);
The second envelope which will contain the quotation shall only be opened after the first is declared complying.
6. Bidders shall submit original brochures showing certifications of the product if applicable.
7. Please indicate the brand for each items being offered in order to evaluate conformity with specifications.
8. Suppliers must have a physical office/shop with trade name displayed and inventory of supplies / goods.
9. The approved budget ceiling for this procurement is **Php 783,000.00**
10. Source of Fund: _____

LEO T. MUSTARD
BAC Chairman

RBP
CCL

AOD
FOM

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	25GP00050 - Procurement of Various Office Supplies for use of the Planning and Design Division 2nd Quarter FY 2025				
1	Ink Cartridge Hp 955XL Black	20	pc		
2	Ink Cartridge Hp 955XL Cyan	10	pc		
3	Ink Cartridge Hp 955XL Magenta	10	pc		
4	Ink Cartridge Hp 955XL Yellow	10	pc		
5	Ink Cartridge Hp 680 Black	30	pc		
6	Ink Cartridge Hp 680 Tri Color	20	pc		
7	Ink Cartridge Brother LC3617 Black	20	pc		
8	Ink Cartridge Brother LC3619XL Black	10	pc		
9	Ink Cartridge Brother LC3619XL Cyan	10	pc		
10	Ink Cartridge Brother LC3619XL Magenta	10	pc		
11	Ink Cartridge Brother LC3619XL Yellow	10	pc		
12	Ink Cartridge Brother LC462XL Black	20	pc		
13	Ink Cartridge Brother LC462XL Cyan	10	pc		
14	Ink Cartridge Brother LC462XL Magenta	10	pc		
15	Ink Cartridge Brother LC462XL Yellow	10	pc		
16	Expanding Plastic Envelope (HD & colored)	50	pc		
17	Puncher HD w/ Dual Adjustable Paper Guide	2	pc		
18	Tape Dispenser HD	5	pc		
19	"Sign Here" Sticker	50	pack		

Item no	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
20	Transparent Tape 1"	50	roll		
21	Double Sided Tape 1"	50	roll		
22	Masking Tape 1"	50	roll		
23	Black Ball Pen, Retractable	100	pc		
24	Record Book (300 pages)	30	pc		
25	Yellow Pad	20	pad		
26	Rechargeable Battery, AA (4's)	15	pack		
27	Rechargeable Battery, AAA (4's)	15	pack		
28	Battery Charger for AA & AAA	25	pc		
29	Wireless Adapter	10	pc		
30	External Drive 2TB	20	pc		
31	Portable Power Bank 100000 mAh (slim)	44	pc		
32	Headphone with Microphone	5	pc		
33	Ethyl Alcohol, 70%	8	gal		
34	Paper Towel (Interforld, 150 pulls)	50	pack		
35	Toilet Paper (12 rolls/pack)	10	pack		
36	Car Freshener	40	pc		

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 disqualification.

Tel.No.

Telefax:

Printed Name/Signature/Date

(074) 424 1018

(074) 444-8838

dpwhcarbacc@yahoo.com

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