



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOUTH COTABATO 2ND
DISTRICT ENGINEERING OFFICE
REGION XII
 Alunan Avenue, Koronadal City, South Cotabato

Name of Procuring Entity: **DPWH-SC2nd DEO** Request for Quotation : **GMG-2024-0008**

Revised on : _____ Date : **April 25, 2024**

Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : **DPWH-SC2ND DEO**

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. on May 2, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period is **within Seven (7) calendar days** upon the 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 for IT Equipment from the date of acceptance by the end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Certificate, Mayor's Permit, & DTI shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product .
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **Php 433,500.00**.


SUSAN M. TAPIT, MPA, JD
 Engineer III
 BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Supply/Delivery of Printer Supplies for use of DPWH-South Cotabato 2nd DEO, Koronadal City, South Cotabato for the 2nd Quarter of CY 2024					
1	Printer Toner Cartridge, OPT-107A	26	cartridge		
2	Printer Toner, OPT-CRG337, black	20	cartridge		
3	Printer Toner, CTL-2000HK, black	12	cartridge		
4	Printer Toner, CTL-2000HC, cyan	6	cartridge		
5	Printer Toner, CTL-2000HY, yellow	6	cartridge		
6	Printer Toner, CTL-2000HM, magenta	6	cartridge		
7	Computer Cartridge OPT F500A, black	3	cartridge		
8	Computer Cartridge OPT F501A, yellow	2	cartridge		
9	Computer Cartridge OPT F502A, cyan	2	cartridge		
10	Computer Cartridge OPT F503A, magenta	2	cartridge		
11	Printer Toner Cartridge, OPT-55A, black	2	cartridge		

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

 Printed Name / Signature / Date
 Tel. No. / Cellphone No. / E-mail Address