DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SOUTH COTABATO 2ND
DISTRICT ENGINEERING OFFICE
City of Koronadal, South Cotabato Region XII

Name of Procuring Entity: **DPWH-SC2nd DEO**		Request for Quotation :	**GMG-2024-0032**
Revised on :		Date :	**July 31, 2024**
Standard Form/Title :	**REQUEST FOR QUOTATION**	Office/End-User :	**Maintenance Section**
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 **August 7, 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 131,000.00.***

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 in the Maintenance Section, DPWH-SC2nd DEO, Koronadal City, South Cotabato				
1	Printer Toner Cartridge, OPT-107A	6	cartridge		
2	Printer Toner, OPT-CRG337, black	6	cartridge		
3	Printer Toner, CTL-2000HK, black	4	cartridge		
4	Printer Toner, CTL-2000HC, cyan	2	cartridge		
5	Printer Toner, CTL-2000HY, yellow	2	cartridge		
6	Printer Toner, CTL-2000HM, magenta	2	cartridge		
7	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

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