



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
NORTHERN SAMAR 2nd
DISTRICT ENGINEERING OFFICE
Brgy. Burabud, Laoang, Northern Samar, Region VIII



Name of Procuring Entity	: N. Samar 2nd DEO	Request for Quotation (P.R. No.)	: 2024-04-0036
Revised on	:	Date	:
Standard Form/Title	: REQUEST FOR QUOTATION	Office/End-User	:
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 _____ in the return envelope attached herewith, Procurement Unit, 2nd Floor, Brgy. Burabud, Laoang, Northern Samar.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within _____ 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/DTI-COR, BIR-COR, Mayor's Permit, Latest BIR ITR Tax Clearance & 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 items being offered.
8. The approved budget ceiling for this procurement is P 46,030.00


ATTY. ARTHUR ERIC L. SABONG
BAC Chairman

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Bond Paper, A4 (80gsm)	10	ream		
2	File Tab Divider, bristol board, for legal, 10 sets/pack	12	pack		
3	Pencil, Lead/graphite, with eraser, 1doz./box	5	box		
4	Ballpen, Ordinary, Black	50	piece		
5	Ballpen, Ordinary, Blue	50	piece		
6	Sign Pen (Black), liquid/gel ink, 0.5mm	48	piece		
7	Sign Pen (Blue), liquid/gel ink, 0.5mm	48	piece		
8	Marker, Whiteboard, Black	48	piece		
9	Ethyl Alcohol (70%, 500ml/Bottle)	10	bottle		
10	Rubber Shoes	3	pair		

TOTAL AMOUNT IN WORDS _____

Brand and Model	:	Warranty	:
Delivery Period	:	Price Validity	:

After
having

Telephone No.: _____
c/o edmund somoray
email: edmundsomoray@yahoo.com

Printed Name/Signature/Date

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