



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor, Region VII

Appendix 61

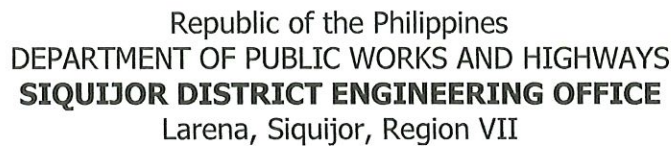
PURCHASE REQUEST

Entity Name: **DPWH-Siquijor District Engineering Office**

Fund Cluster: **01**

COA Circular No. 2015-07 S 2015

Office/Section: Supply & Property Management Unit		P.R. No. <u>2024-11-041</u> Responsibility Center Code: <u>18-001-18-00123</u>		Date: <u>November 7, 2024</u>	
STOCK/ PROPERTY NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL
I.T. Parts Accessories & Perip.					
0657	unit	Photo Conductor Unit: Black, Part No. D0BK2240	1		-
0658	unit	Photo Conductor Unit: Cyan, Part No. D0BK2241	1		-
0659	unit	Photo Conductor Unit: Cyan, Part No. D0BK2242	1		-
0660	unit	Photo Conductor Unit: Cyan, Part No. D0BK2243	1		-
0661	unit	Transport Belt, Part No. D0E36097	1		-
X-X-X-X				TOTAL	-
Approved Budget for the Contract - P 109,715.76					
CHARGE TO: QAS - EAO FY2024					
Purpose: For use in the replacement of damage part of printer/scanner/copier of Gestetner Machine.					
Requested by: Signature: Printed Name: JUNIFER A. ARMIROLA Designation: Administrative Officer III (Supply Officer II) Head, Supply and Property Management Unit			Approved by: YUSOPH D. RASUMAN District Engineer		



RFQ No.: 2024-041-NOV
Request for Quotation: P.R. No. 2024-11-041
Date: November 8, 2024

TIN:

1. All entries must be typewritten or legibly written.
2. Delivery period within 15 C.D. upon receipt of the approved funded Purchase Order (P.O.). Administrative Penalties Pursuant to Sec. 69 of the Revised IRR of R.A.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/Mayor's Permit/DTI/Supplier's Confidential Application for Registration shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product, if applicable.
7. Please indicate the brand for each items being offered, if applicable.
8. The approved budget ceiling for this procurement is Php 109,715.76

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Photo Conductor Unit: Black, Part No. D0BK2240	1	unit		
2	Photo Conductor Unit: Cyan, Part No. D0BK2241	1	unit		
3	Photo Conductor Unit: Cyan, Part No. D0BK2242	1	unit		
4	Photo Conductor Unit: Cyan, Part No. D0BK2243	1	unit		
5	Transport Belt, Part No. D0E36097	1	unit		
X-X-X	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 subjected for disqualification				

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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 black, it means that I concur with the Terms and Conditions specified by DPWH.

Telefax: 035-542-5760
Email Address: dpwh_sig2015@yahoo.com

Printed Name / Signature / Date
 Tel. No./Cellphone No./Email Address