

Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS BILIRAN DISTRICT ENGINEERING OFFICE

REGIONAL OFFICE VIII



Naval, Province of Biliran

Name of Procuring Entity: DPWH-BDEO		Purchase Request (P.R. No.):	2024 - 01 - 0011		
Revised on		Date :	01 - 24 - 2024		
Standard Form/Title	: REQUEST FOR Q UOTATION	Office/End-User: PDS, I	Office/End-User: PDS, BAC, Admin, Cons, Maint		

COMPANY NAME

ADDRESS

TEL. NO/FAX NO

P355,090.00

Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions set herein and submit to the BAC Secretariat for Gods your Quotation duly signed by you or your authorized representative prior closing time at 09:00 A.M on _______ after which opening of Bid will be conducted not later than 10:00 A.M., on the same day

TERMS and CONDITIONS

All entries must be typewritten or legibly written.

2. Delivery period within 30 Calendar days upon receipt of the approved funded

Purchase Order (PO). 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:
- 4. One year for Equipment from date of acceptance by the end user. (Three years for IT Equipment)
- 5. Price validity shall be for a period of sixty (60) calendar days.
- 6. G-EPS Registration Certificate/Mayor's Permit /Tax Clearance / SPA / Company ID / Orgazitional chart / DTI / ITR shall be attached upon

Submission of the quotation.

- Statement of the prospective bidder that is not blacklisted or barred from bidding by the Government or any of its agencies, office, corporations or
- LGU (Sec.25 .2.iv.1,R-IRR of RA No. 9184;9.2,COA Cir.2012-001)
- Sworn affidavit of the bidder that it is not related to the head of the Procuring Entity (HOPE) by consanguinity or affinity up to the third civil

degree (Sec. 47, R-IRR of RA 9184; 9.2,COA Cir.2012-001)

- 9. Bidders shall submit original brochures showing certifications of the product.
- 10. Please indicate the brand for each items being offered.
- 11. The approved budget ceiling for this procurement is
- 12. To be delivered at DPWH, BDEO COMPOUND

(BAC, Chairperson)

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Ball pen black (0.7mm)/.5mm	14	Box		
2	Ball pen Blue (0.7mm)/.5mm	2	Box		
3	Ball pen red (0.7mm)/.5mm	1	Box		
4	Pencil w/ eraser #2	37	Box		
5	Correction pen	10	Pcs		
6	Correction tape (30Mx5mm 10 pcs./box)	17	Box		
7	Glue (130 grams net)	15	Bot		
8	Eraser mars plastic	14	Pcs		
9	Permanent marker black (Quick Drying Ink, Fade Resistant, Water Resistance)	12	Pcs		
10	Permanent marker Blue (Quick Drying Ink, Fade Resistant, Water Resistance)	8	Pcs		
11	Permanent marker red (Quick Drying Ink, Fade Resistant, Water Resistance)	7	Pcs		
12	Tape dispenser good quality	9	Pcs		
13	Paper clip big plastic cover coated 10 box./cart	14	Cart		
14	Paper clip small plastic cover coated 10 box./cart	12	Cart		
15	Paper Fastener, non sharp edge, not plastic 10 box./cart	23	Cart		
16	Envelope, mailing white legal, 500pcs/box	4 .	Box		
17	Vellum board 10 sheet/ packA4 size	20	Pack		
18	Vellum board 10 sheet/ pack legal size	15	Pack		
19	Clip back fold 1"25mm, 12 pcs/box	10	Box		,
20	Clip back fold 30mm, 12 pcs/box	15	Box		
21	Clip back fold 50mm, 12 pcs/box	10	Box		
22	Scissor 6"	27	Pcs		
23	Staple Wire No.23/10 10 box./ cart	5	Cart		
24	Staple Wire No 23/25 10 box./ cart	5	Cart		
25	Staple Wire No .35 10 box./ cart	10	Cart	*	
	Continue Next Page				

Website : https://www.dpwh.gov.ph Tel No(s).: (053)500-9099 / 66020



Delivery Period Price Validity

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BAGONG PILIPINAS

REGIONAL OFFICE VIII Naval, Province of Biliran

27 28 29 30	Rotary Sharpener desktop Rotary Sharpener 3 tier paper tray (suitable for A4 and legal paper) plaster 3 tier paper tray (suitable for A4 and legal paper) metal	8	Set		1	
28 29 30 31	3 tier paper tray (suitable for A4 and legal paper) metal					
9 0 1	5 tiel paper tray (Suitable for Ar and legal paper) metal	5	Set			
0	Rechargeable Battery AA 2 pcs/packet 15% recycled materials	5	Packet			
31	Battery AA 2 pcs/packet	20	Packet			
	Battery AAA 2 pcs/packet	38	Packet			
32	Stamp pad	5	Pcs			
33	Stamp pad ink 1000 ml	12	Bot			
34	Ordinary folder legal size, 100pcs./pack	2	Pack			
35	Expanded folder legal size, 100pcs./pack green	8	Pack			
	Staple Remover	15	Pcs			
37	Marker Fluorescent, 3 color/set	27	Set			
38	Note Pad, Stick on 76mmx76mm (3"x3")	54	Pad			
39	Sign here sticky note	40	Pad			
	Puncher	18	Unit			
11	Official record Book 500 pages	15	Pcs			
12	Sign Pen (0.5mm) Black 12 pcs./box	11	Box			
13	Sign Pen (0.5mm) Red 12 pcs./box	3	Box			
14	Sign Pen (0.5mm) Green 12 pcs./box	8	Box			
15	Stapler # 35 w/ staple remover good quality	32	Pcs			
16	Whiteboard marker	9	Pcs			
17	Desktop Calculator	1	Pcs			
	Scientific calculator (FX-991ES PLUS)	4	Pcs			
19	Masking tape 1"	60	Roll			
	Double Sided Strong Adhesive Tapes/Mounting Fixing Traceless Wall Stickers	20	Roll			
51	Laminating film A4 size 100 pcs./pack	10	Pack			
52	Binding tape 2" silver	10	Roll			
	Binding tape 1" silver	10	Roll			
	Sticker paper A4 20 pcs ./ pack(compatible for LaserJet printer) good quality	10	Pack			
	Photo paper A4 10 pcs ./ pack	20	Pack			
56	Engineering Field book	12	Book			
57	Push pins	4	Box			
	X-X-X-X-X-X-X-X					
	6.					
200	see attached complete specifications	тот	AL AMOUN	Γ:		
The a	ase see attached complete specifications) TOTAL AMOUNT :					

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at prices noted above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Printed Name/Signature/Date

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