



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



PURCHASE REQUEST

Fund Cluster: 01

QMS-HRAS-SPMD Form # 22 series 2016

COA Circular No. 2015-07 S 2015

Office/Section: Planning and Design Section		P.R. No. <u>2024-08-028</u> Responsibility Center Code: <u>18-001-18-00123</u>		Date: <u>Aug. 13, 2024</u>	
STOCK/ PROPERTY NO.	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL
Office Supplies and Devices					
0434	unit	Single Prism	6		-
0435	unit	Pole, 5m	3		-
0436	unit	Pole, 3m	3		-
0437	unit	TS Aluminum Tripod	2		-
0326	roll	Novajet Mylar Film Paper Size 24"x20m 100microns matte	50		-
0399	pcs	UPS,3000VA	3		-
0375	pcs	Desktop Stapler with Remover	5		-
0445	bot	Total Defense Anti-bacteria Sanitizer 300ml	10		-
0370	pcs	Scissor Stainless (8")	5		-
0438	unit	Tripmeter	3		-
0342	pcs	Puncher 35 sheets	3		-
0334	pcs	Pencil No.2	24		-
0382	pcs	Fine Point Permanent Marker (Blue)	24		-
0209	pcs	Battery AA, Alkaline	40		-
0359	pcs	G-2 Gel Pen, Black, 0.5	24		-
0380	pad	Sticky Notes 3x3 pad	20		-
0316	pcs	Pentel Pen Broad, Black	24		-
0265	pcs	Canon GI-790 Refill Ink, B	5		-
0266	pcs	Canon GI-790 Refill Ink, C	5		-
0268	pcs	Canon GI-790 Refill Ink, Y	5		-
0267	pcs	Canon GI-790 Refill Ink, M	5		-
0439	pcs	Sanwa DCM 60R 600A Clamp meter AC + True RMS ammeter DMM	1		-
0385	pcs	3M Duct Tape , 48mmx22.90meters, Gray	6		-
0440	pcs	Epson Ink, T6922, Cyan	3		-
0441	pcs	Epson Ink, T6924, Yellow	3		-
0442	pcs	Epson Ink, T6923, Magenta	3		-
0443	pcs	Epson Ink, T6925, Matte Black	5		-
0444	pcs	Epson Ink, Photo Black	3		-
0445	gal	Total Defense Anti-bacteria Sanitizer	5		-
X-X-X-X-X			TOTAL -		
Approved Budget for the Contract - P 981,293.00			NOTE: This is to certify that the items are included in the approved final and updated APP of CY - 2024.		
CHARGE TO: SR2024-02-009755 - P 618,179.27					
SR2024-02-011511- P 800.00					
SR2024-02-009387- P 336,133.00					
EAO FY2024- P 26,180.73					
Purpose: For use in the Planning and Design Section.					
Requested by: Signature: _____ Printed Name: CHRISTIAN GEORGE B. PAL-ING Designation: Engineer III (Chief, Planning and Design Section)			Approved by: YUSOPH D. RASUMAN District Engineer		



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SIQUIJOR DISTRICT ENGINEERING OFFICE
Larena, Siquijor, Region VII



Name of Procuring Entity: DPWH - Siquijor
Revised on:

RFQ No.: 2024-028-AUG
Request for Quotation: P.R. No. 2024-08-028
Date: August 16, 2024

Standard Form/Title: **REQUEST FOR QUOTATION**
COMPANY NAME:

Office/End User: **Planning and Design Section**

ADDRESS:

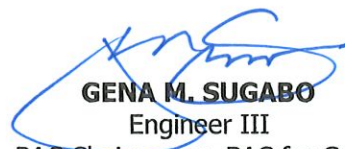
CELL NO./TEL NO. /FAX NO.:

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. of August 27, 2024 in the return envelope attached herewith, to the Goods & Services DPWH-Siquijor District Engineering Office, Larena, Siquijor.

TERMS and CONDITIONS:

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 981,293.00


GENA M. SUGABO
Engineer III
BAC Chairperson, BAC for Goods

Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Single Prism	6	unit		
2	Pole, 5m	3	unit		
3	Pole, 3m	3	unit		
4	TS Aluminum Tripod	2	unit		
5	Novajet Mylar Film Paper Size 24"x20m 100microns matte	50	roll		
6	UPS,3000VA	3	pcs		
7	Desktop Stapler with Remover	5	pcs		
8	Total Defense Anti-bacteria Sanitizer 300ml	10	bot		
9	Scissor Stainless (8")	5	pcs		
10	Tripmeter	3	unit		
	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				

Purpose: For use in the Planning and Design Section.

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-035-377-2039

Email Address: Dpwh_siq2015@yahoo.com

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



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DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
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Larena, Siquijor, Region VII



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Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
11	Puncher 35 sheets	3	pcs		
12	Pencil No.2	24	pcs		
13	Fine Point Permanent Marker (Blue)	24	pcs		
14	Battery AA, Alkaline	40	pcs		
15	G-2 Gel Pen, Black, 0.5	24	pcs		
16	Sticky Notes 3x3 pad	20	pad		
17	Pentel Pen Broad, Black	24	pcs		
18	Canon GI-790 Refill Ink, B	5	pcs		
19	Canon GI-790 Refill Ink, C	5	pcs		
20	Canon GI-790 Refill Ink, Y	5	pcs		
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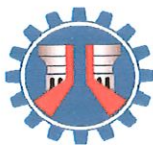
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Email Address: Dpwh_siq2015@yahoo.com

Printed Name / Signature / Date
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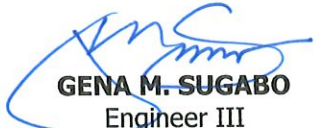
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Item No.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
21	Canon GI-790 Refill Ink, M	5	pcs		
22	Sanwa DCM 60R 600A Clamp meter AC + True RMS ammeter DMM	1	pcs		
23	3M Duct Tape , 48mmx22.90meters, Gray	6	pcs		
24	Epson Ink, T6922, Cyan	3	pcs		
25	Epson Ink, T6924, Yellow	3	pcs		
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27	Epson Ink, T6925, Matte Black	5	pcs		
28	Epson Ink, Photo Black	3	pcs		
29	Total Defense Anti-bacteria Sanitizer	5	gal		
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Printed Name / Signature / Date
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