



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**NEGROS OCCIDENTAL 2ND DISTRICT**  
**ENGINEERING OFFICE**  
Binalbagan, Negros Occidental




Name of Procuring Entity : <b>NEGROS OCCIDENTAL 2ND DEO</b>	Request for Quotation(P.R. No.) : <b>2024-04-038</b>
Revised on :	Date: <b>April 15, 2024</b>
Standard Form/Title: <b>REQUEST FOR QUOTATION</b>	Office/End-user: <b>ABC: Php 336,976.27</b>
Mode of Procurement: <b>Shopping 52.1(b)</b>	Section: <b>Planning and Design</b>
COMPANY NAME:	PHILGEPS No.:
ADDRESS:	TCC No.:
TEL. NO./FAX NO.:	TIN:

Please submit your quotation for the item(s) listed below, which may be submitted in person at BAC Office, DPWH, Negros Occidental 2nd District Engineering Office, Binalbagan, Negros Occidental, or thru registered mail, facsimile or mail, not later than **10:00 A.M.** of **April 19, 2024**.

Quotation may be submitted open or sealed and should be duly signed by the firm's owner or authorized representative subject to the terms and conditions, hereof.

**TERMS AND CONDITIONS:**

- All entries must be typewritten or legibly written.
- Delivery period must be within **30 working days** 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.
- Warranty shall be for a minimum of three (3) months for Supplies and one (1) year for Equipment from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- PhilGEPS Registration Certificate and Mayor's/Business Permit** shall be attached upon submission of the Quotation.  
DTI/SEC and Latest Tax Clearance shall be submitted before the award of the Purchase Order (P.O.).
- Bidders must quote for all of the items. Indicate offered brand and model. Any erasure, correction or alteration made by the bidders in any of the items shall render the bid non-complying, hence, a ground for disqualification.
- The DPWH reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.

  
**FREDERICK D. TURINGAN, ASEAN Eng.**  
Assistant District Engineer  
BAC Chairperson

Item No.	ITEMS and DESCRIPTION	QTY.	UNIT		TOTAL PRICE
	<b>SUBM No. 2024-04-08: Procurement of Office Supplies to be used in Planning and Design Section, DPWH, Negros Occidental 2nd District Engineering Office, Binalbagan, Negros Occidental</b>				
1	Blueprinting Paper, 20"x30" cutsize, (660 sheets/ box)	12	box		
2	Ballpen (Black)	25	pc		
3	Ballpen (Blue)	25	pc		
4	Brown Envelope, Long	26	pc		
5	Brown Envelope, Short	26	pc		
6	Brown Folder, Long	25	pc		
7	Clear Folder, Long	25	pc		
8	Correction Tape	6	pc		
9	Expanding Folder, Long	15	pc		
10	Pentel Pen, Broad, Black	3	pc		
11	Pentel Pen, Fine, Black	3	pc		
12	Sign Pen (Black)	12	pc		
13	Sign Pen (Blue)	12	pc		
14	Sticky Note (Sign Here)	3	pc		
15	Liquid Nitrogen	9	gal		
16	Mylar Tracing Roll 24" size roll 20yards 100 microns 2"core	9	roll		
17	Tracing Paper, 2" Core x 30 x 50 yards (85GSM)	10	roll		
18	G-tech Sign Pen .3 (Black)	21	pc		
	<b>SUBTOTAL (Php)</b>				

Please specify brand names & model, if applicable.

Brand and Model: \_\_\_\_\_  
Delivery Period: \_\_\_\_\_

Warranty: \_\_\_\_\_  
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 specified by DPWH.

Telefax: 3888-256/60014  
maravilla.glory\_june@dpwh.gov.ph

Signature Over Printed Name/Date

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

**Dates of Publication**

PhilGEPS and DPWH Website: **April 16 - 19, 2024**  
RO6.21 TCS/GJTM/ROD





2024-04-038