

Republic of the Philippines
Department of Public Works and Highways
OFFICE OF THE REGIONAL DIRECTOR
Regional Office No. XII
Koronadal City

Cor. Alunan Avenue, Mabini Street, Koronadal City

Name of Procuring Entity: DPWH Regional XII (PR No.): **PR-2024-03-016** **Request for Quotation No.: RFQ-2024-024**

Made of Procurement: SMALL VALUE PROCUREMENT

REQUEST FOR QUOTATION

Standard Form /Title: **HRMS-Administrative Division**

Office/End-User: **HRMS-Administrative Division**

Company Name:

Address:

Tel. No. / FAX No.:

Tin No.**PhilGEPS Req. No.**

Please quote your lowest price on the item (s) listed below, subject to the Terms and Conditions stated below and submit your quotation or your duly authorized representative not later than 10:00 AM of _____. In the return envelope attached herewith, to the BAC Secretariat: DPWH Region XII Compound, Cor. Alunan Avenue, Mabini St., Koronadal City _____

TERMS and CONDITIONS:

1. All entries must be typewritten or legibly written.
2. Delivery period within 15 calendar days upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 69 of the Revised IRR of RA 9184 shall be imposed for non-delivery without valid reasons.
3. Warranty shall be for a minimum of three (3) months for supplies & materials; one (1) year for equipment from date of acceptance by end-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. The Bidder shall attached upon the submission of the quotation the following:
 - a. **PhilGEPS Registration Certificate**
 - b. **Mayor's/Business permit**
 - c. **Income/Business Tax Return (Applicable on above Php 500,000.00)**
 - d. **Omnibus Sworn Statement (Applicable on ABC above Php 50,000.00)**
6. Bidders shall submit original brochures showing certifications of the product, if applicable.
7. Please indicate the brand for each items being offered.
8. The approved budget ceiling for this procurement is **Php 74,060.00**