


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office I
City of San Fernando (La Union)

Name of Procuring Entity : DPWH-ROI		Request for Quotation No. : 2024-04-021	
Revised on :		Date : April 24, 2024	
Standard Form/Title REQUEST FOR QUOTATION		Office/End-User : DPWH ROI	
COMPANY NAME : ADDRESS : TEL. NO./FAX NO. :			
TIN No.			
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 AM of April 29, 2024 manually thru sealed envelop, to the BAC Secretariat, DPWH Regional Office I, Aguila Road, San Fernando City (La Union).			
TERMS and CONDITIONS 1. All entries must be typewritten or legibly written. 2. Delivery period: within 5 (Five) calendar 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. 3. Warranty shall be for a minimum of three (3) months for supplies & materials; one year for Equipment; 3 years for IT Equipment from date of acceptance by the end-user. 4. Price validity shall be for a period of sixty (60) calendar days. 5. Mayor's/ Business Permit, PhilGEPS Registration Certificate, shall be attached upon submission of the quotation. 6. Bidders shall submit original brochures showing certifications of the product. 7. Please indicate the brand of each items being offered. 8. The approved budget ceiling for this procurement is : PHP 43,007.16			
 GERRY G. JUCAR Chief, Construction Division BAC Chairman			
Item No.	ITEM & DESCRIPTION	QTY.	UNIT
1	BATTERY, AA, Alkaline, 2pcs/packet	-15-	Packets
2	Battery AA, rechargeable, 4pcs/packet, with charger	-1-	Packets
3	CERTIFICATE HOLDER, short, blue	-10-	pc
4	Clip, backfold, 1", metal, 12's	-8-	box
5	CLIP, backfold, 3/4"	-5-	box
6	Envelope expanding, long (brown), 100/box	-1-	box
7	Envelope, cloth, with handle	-50-	pc
8	FASTENER, plastic	-3-	box
9	Folder Long (tagboard), white, 100/pack	-1-	box
10	Garbage bag, black, 10pcs/pack, XL	-5-	pack
11	ID CARD JACKET, with lace, transparent, horizontal	-50-	pc
12	INK, EPSON 003 B	-15-	btl
13	INK, EPSON 003 C	-6-	btl
14	INK, EPSON 003 M	-6-	btl
15	INK, EPSON 003 Y	-6-	btl
16	Marking pen, permanent, black, bullet type	-5-	pc
17	Marking pen, whiteboard, black, chisel type	-10-	pc
18	NOTEBOOK, Stenographer, 80 pages	-50-	pc
TOTAL AMOUNT IN FIGURES:			
TOTAL AMOUNT IN WORDS:			
PURPOSE: Supply and Delivery of Office Supplies for the conduct of Comprehensive Training for DPWH Field Engineers, DPWH Regional Office I, San Fernando City, La Union			
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 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.			
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.			
Publication: April 24, 2024		Telefax: (072) 242-93-51 c/o BAC Secretariat	
		Printed Name / Signature / Date _____ Tel. No. / Cellphone No. / E-mail Address	

City of San Fernando (La Union)

COMPANY	
NAME :	
ADDRESS :	
TEL. NO./FAX	TIN No.
NO. :	

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8. The approved budget ceiling for this procurement is : **PHP 43,007.16**

[illegible]

TOTAL AMOUNT IN WORDS:	
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Brand and Model: _____ Warranty : _____
Delivery Period: _____ Price Validity : _____

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c/o BAC Secretariat

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