



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
UPPER KALINGA DISTRICT ENGINEERING OFFICE
Bulanao, Tabuk City, Kalinga



| | | | |
|--------------------------|---|-----------------------------------|--|
| Name of Procuring Entity | : | Request for Quotation (P.R. No.): | 2024-04-033 |
| Revised on : | | Date: | April 08, 2024 |
| Standard Form/Title | : | REQUEST FOR QUOTATION | Office/End-User: Bids and Awards Committee |
| COMPANY NAME | : | | |
| ADDRESS | : | | |
| 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 April 12, 2024** in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH-UKDEO, Bulanao, Tabuk City, Kalinga. **NOTE: Electronic Submission of Quotation is not applicable.**

TERMS and CONDITIONS :

- All entries must be typewritten or legibly written.
- Delivery period within 10 days upon receipt of the approved unded 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 & materials; one year for Equipment; 3 years IT Equipment from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- Mayor's Permit, PhilGEPS Registration Certificate, Omnibus Sworn Statement, & Income Tax Return shall be attached upon submission of the quotation.
- Bidders shall submit original brochures of the product.
- Please indicate the brand for each items being offered.
- The approved budget ceiling for this procurement is **PhP687,545.00**
- All bidders shall submit brochures or specific brand with specifications with their bid for every items. Avoid unbalance bid on costing.


JULIUS C. GARCIA
BAC Chairperson

| Item No. | Unit | Item Description | Quantity | Unit Cost (Php) | Total Cost (Php) |
|----------|------|---|----------|-----------------|------------------|
| | ream | Paper Multi Copy, A4, 80gsm | 700 | | |
| | ream | Paper Multi Copy, A3, 80gsm | 300 | | |
| | ream | Color Paper, Light Blue | 5 | | |
| | ream | Color Paper, Light Yellow | 10 | | |
| | pack | Sticker Paper, A4, Matt, 10pcs/pack | 10 | | |
| | pack | Sticker Paper, A4, Glossy, 10pcs./pack | 10 | | |
| | box | Sign pen, 0.5, Black | 55 | | |
| | box | Sign pen, 0.5, Blue | 25 | | |
| | box | Ballpen, Red, 0.5, gelpen | 2 | | |
| | box | Sign pen, 0.1, Blue | 12 | | |
| | box | Ballpen, black, gelpen, retractable | 55 | | |
| | box | Ballpen, blue, gelpen, retractable | 40 | | |
| | pack | Folder, Long with tab, 100pcs/pack | 10 | | |
| | pack | Folder, A4 with tab, 100pcs/pack | 15 | | |
| | roll | Tape, transparent, 1" | 60 | | |
| | roll | Tape, transparent, 2" | 20 | | |
| | roll | Tape, Double sided, Foam, 2" | 30 | | |
| | roll | Tape, Double sided, Paper, 1" | 30 | | |
| | roll | Tape, Duct Tape, Black, 2" | 30 | | |
| | box | Envelope, expanding | 25 | | |
| | box | BackFold Clip, 32mm | 60 | | |
| | box | BackFold Clip, 25mm | 60 | | |
| | pc | Sign Here, sticky | 120 | | |
| | pcs | Correctional Tape | 85 | | |
| | pad | Note Pad, Sticky, 4x4, assorted color | 80 | | |
| | pad | Note Pad, Sticky, 3x4, assorted color | 100 | | |
| | box | Permanent Marking/Pentel Pen, Black, Broad Tip | 30 | | |
| | box | Permanent Marking/Pentel Pen, Blue, Broad Tip | 30 | | |
| | bot | Stamp Pad Ink, Violet | 10 | | |
| | pair | Battery, AA | 70 | | |
| | pair | Battery, AAA | 80 | | |
| | pcs | Architectural Folder, A4, with permanent DPWH Logo; 2x2 Logo Size, 3" width, Blue | 220 | | |
| | pcs | Architectural Folder, Legal (2.5 inches width) | 10 | | |
| | pack | Filler, transparent, A4, 10pcs/pack | 200 | | |
| | box | Tabbings | 50 | | |
| | pair | Scissor | 30 | | |
| | pcs | Cutter knife | 20 | | |
| | pcs | Calculator, please see picture & specs | 10 | | |
| | pcs | Puncher | 5 | | |
| | pcs | Stapler w/ remover | 35 | | |
| | bot | Alcohol, 500ml, 70% Solution | 100 | | |
| | bag | Tissue, 10roll/bag | 50 | | |

Purpose: To be used for the 2nd Quarter of CY 2024.

TOTAL AMOUNT IN WORDS & FIGURES:

Name and Signature of Supplier:

Address:

Telephone/Mobile Number:

Tel. No.

Telefax:

c/o UKDEO

email: dpwhukdeo.bac2016@yahoo.com