



Name of Procuring Entity :	:	2024-06-0060
Revised on	:	Date: July 17, 2024
Standard Form/Title	:	REQUEST FOR QUOTATION Office/End-User: ADMIN
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 July 23, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period **within (60) sixty Calendar days** or 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; one (1) year IT Equipment from date of acceptance by the end-user.*
4. *Price validity shall be for a period of sixty (60) calendar days.*
5. **PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/Income/Business Tax Return(For ABCs above Php500k)/Omnibus Sworn Statement (For ABCs above Php500k) shall be attached upon submission of the quotation enclosed with Brown Envelope.**
(CERTIFIED TRUE COPY)
6. *Please indicate the brand for each items being offered.*
7. *In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Department shall adopt and employ "Toss Coin or Draw Lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005*
8. *The approved budget ceiling for this procurement is **Php 771,900.00***

SIGNED
ISIDRO O. ENCARNACION
Director III
Assistant Regional Director
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Customized Storage Box with DPWH Printed Logo, Color Royal Blue - Using PVC gamuza for cover, book #80 for inside cover with Printed DPWH Logo with Handle and paste board for support size: 14inch (H) x 16inch (L) x 12inch (W); 3mm thick; Logo size 2.5"x2.5"	80	piece		
2	Customized 201 Expanding Folder, Color Royal Blue using book cloth for cover, book #80 for cover with tab, clear plastic pocket for labels, printed DPWH Logo and Text, paste board for support and easy file fastener for mechanism size: 14"x9" with division's name in front "Administrative Division"	300	piece		
3	Customized 201 Expanding Folder color blue using book cloth for cover, book #80 for cover with tab, clear plastic pocket for labels, printed DPWH Logo and Text, paste board for support and easy file fastener for mechanism size: 14"x9" with division's name in front "Quality Assurance and Hydrology Division"	60	piece		
4	Customized Document Archfile Folder, Portrait Top Mechanism, Legal 1" - Customized with hard cover and with thickness of 2.5mm or mor, PVC royal lue cover white ply-leaf inside with 7cm (capacity) x 3 inches (ring distance) lever-arch file mechanism with rado lock ring pocket and DPWH three (3) colored logo on spine expansion of at least 75mm with with background	50	piece		
		Sub Total Amount (1)			

Purpose: Purchase of Customized office Supplies, for use in DPWH Regional Office IV-A

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 blank, it means that I concur with the Terms and Conditons specified by DPWH Region IV - A.

Tel. No.: (049) 3481-02-14 to 15

r4a.procurement@gmail.com

DPWH REGION IV-A-Procurement Unit



Name of Procuring Entity :	:	2024-06-0060
Revised on	:	Date: July 17, 2024
Standard Form/Title	:	Office/End-User: ADMIN
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 July 23, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period **within (60) sixty Calendar days** or 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; one (1) year IT Equipment from date of acceptance by the end-user.*
4. *Price validity shall be for a period of sixty (60) calendar days.*
5. **PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/Income/Business Tax Return(For ABCs above Php500k)/Omnibus Sworn Statement (For ABCs above Php50k) shall be attached upon submission of the quotation enclosed with Brown Envelope.**
(CERTIFIED TRUE COPY)
6. *Please indicate the brand for each items being offered.*
7. *In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Department shall adopt and employ "Toss Coin or Draw Lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005*
8. *The approved budget ceiling for this procurement is **Php 771,900.00***

ISIDRO O. ENCARNACION

Director III
Assistant Regional Director
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
5	Customized Document Archfile Folder, Portrait Top Mechanism, Legal 2" - Customized with hard cover and with thickness of 2.5mm or mor, PVC royal lue cover white ply-leaf inside with 7cm (capacity) x 3 inches (ring distance) lever-arch file mechanism with rado lock ring pocket and DPWH three (3) colored logo on spine expansion of at least 75mm with with background	50	piece		
6	Customized Document Archfile Folder, Portrait Top Mechanism, Legal 3" - Customized with hard cover and with thickness of 2.5mm or mor, PVC royal lue cover white ply-leaf inside with 7cm (capacity) x 3 inches (ring distance) lever-arch file mechanism with rado lock ring pocket and DPWH three (3) colored logo on spine expansion of at least 75mm with with background	280	piece		
7	Customized Document Archfile Folder, Portrait Top Mechanism, Legal 4" - Customized with hard cover and with thickness of 2.5mm or mor, PVC royal lue cover white ply-leaf inside with 7cm (capacity) x 3 inches (ring distance) lever-arch file mechanism with rado lock ring pocket and DPWH three (3) colored logo on spine expansion of at least 75mm with with background	150	piece		
8	Customized Document Archfile Folder, Portrait Side Mechanism, Legal 4" - Customized with hard cover and with thickness of 2.5mm or mor, PVC royal lue cover white ply-leaf inside with 7cm (capacity) x 3 inches (ring distance) lever-arch file mechanism with rado lock ring pocket and DPWH three (3) colored logo on spine expansion of at least 75mm with with background	250	ream		
		Sub Total Amount (2)			

Purpose: Purchase of Customized office Supplies, for use in DPWH Regional Office IV-A

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 blank, it means that I concur with the Terms and Conditons specified by DPWH Region IV - A.

Tel. No.: (049) 3481-02-14 to 15

r4a.procurement@gmail.com

DPWH REGION IV-A-Procurement Unit



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE NO. IV-A
Canlubang Interchange, Brgy. Mayapa, City of Calamba, Laguna



Name of Procuring Entity :	2024-06-0060
Revised on :	Date: July 17, 2024
Standard Form/Title :	REQUEST FOR QUOTATION Office/End-User: ADMIN
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 July 23, 2024** in the return envelope attached herewith.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period **within (60) sixty Calendar days** or 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; one (1) year IT Equipment from date of acceptance by the end-user.*
4. *Price validity shall be for a period of sixty (60) calendar days.*
5. **PhilGEPS Registration Certificate/Mayor's Permit/Tax Clearance/Income/Business Tax Return(For ABCs above Php500k)/Omnibus Sworn Statement (For ABCs above Php50k) shall be attached upon submission of the quotation enclosed with Brown Envelope.**
(CERTIFIED TRUE COPY)
6. *Please indicate the brand for each items being offered.*
7. *In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Department shall adopt and employ "Toss Coin or Draw Lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005*
8. *The approved budget ceiling for this procurement is **Php 771,900.00***

ISIDRO O. ENCARNACION

Director III
Assistant Regional Director
BAC Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
13	Customized Acrylic Memo Pad Holder, size 3"x 3"	10	piece		
		Sub Total Amount (1)			
		Sub Total Amount (2)			
		Sub Total Amount (3)			
		Sub Total Amount (4)			
		Total Amount			

Purpose: Purchase of Customized office Supplies, for use in DPWH Regional Office IV-A

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 blank, it means that I concur with the Terms and Conditons specified by DPWH Region IV - A.

Tel. No.: (049) 3481-02-14 to 15

r4a.procurement@gmail.com

DPWH REGION IV-A-Procurement Unit