



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BENGUET 2ND DISTRICT ENGINEERING OFFICE
Natublung, Buguias, Benguet, Cordillera Administrative Region



Name of Procuring Entity:

Department of Public Works and Highways - Benguet 2nd District
Engineering Office

Request for
Quotation
(P.R. No.):

RFQ No. 2024-04-021 dated April 8, 2024

PR No. PR2024-04-028 dated April 2, 2024

Revised on:

Date:

Standard Form/Title:

REQUEST FOR QUOTATION

(SHOPPING)

Office/End User:

OFFICE OF THE DISTRICT ENGINEER

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-BSDEO.

TERMS and CONDITIONS:

- All entries must be typewritten or legibly written.
- Delivery period within 15 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 & 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.
- G-EPS Registration Certificate and Mayor's Permit shall be attached upon submission of the sealed quotation.

NOTE: Please submit three (3) duly certified photocopies of each document stated in term and condition no. 5 and original copy of this accomplished RFQ & two (2) certified photocopies)

6. Bidders shall submit original brochures of the product.

7. Please indicate the brand for each items being offered.

8. The approved budget ceiling for this procurement is

Php367,695.00

PATERNO C. GONZALO
Chief Administrative Section
BAC Vice Chairperson

Item No.	ITEMS & DESCRIPTIONS	Brand / Model	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	Ballpen, black, pilot		2	box		
2	Ballpen, Blue, pilot		2	box		
3	Battery, size AA, alkaline, 2 pcs per blister pack		10	pack		
4	Clip, Backfold, all metal, clamping, 19mm, 12s/box		20	box		
5	Clip, Backfold, all metal, clamping, 25mm, 12s/box		20	box		
6	Clip, Backfold, all metal, clamping, 32mm, 12s/box		20	box		
7	Correction Tape, 6m(min), 1pc in individual plastic		40	piece		
8	Double Sided Tape, 1"		20	roll		
9	Envelope, documentary, for legal size document, 500s/ box		2	box		
10	Envelope, Expanding, plastic, navy blue		100	piece		
11	Fastener, for paper, metal, 70mm between prongs, 50sets/box		4	box		
12	Customized File Folder, A4, blue, with DPWH Logo, side clip		60	piece		
13	Folder, pressboard, plain, legal, 100s/pack		2	pack		
14	Glue, multipurpose, 473ml		4	jar		
15	Marker, whiteboard, black, felt tip, bullet type		2	box		
16	Marker, whiteboard, blue, felt tip, bullet type		2	box		
17	Note Pad, stick-on, 3"x3", 100sheets/pad		30	pad		
18	Note Pad, stick-on, 3"x4", 100sheets/pad		30	pad		
19	Note Pad, stick-on, 2"x3", 100sheets/pad		30	pad		
20	Paper, multicopy, 210mmx297mm (A4), 80gsm		40	ream		
21	Paper, multicopy, 216mmx330mm (Legal), 80gsm		20	ream		
22	Pencil, #2		6	box		
23	Photo Paper, Premium, Glossy, 210mm x 297mm		6	pack		
24	Sign Pen, black, liquid/gel ink, 0.5mm needle tip		6	box		
25	Sign Pen, blue, liquid/gel ink, 0.5mm needle tip		6	box		
26	Stamp Pad, felt pad, 60mm x 100mm		2	piece		
27	Stapler, standard type, heavy duty, load cap: 200 staples min		2	piece		
28	Scissors, symmetrical, blade length: 65mm, heavy duty		5	piece		
29	Staple Wire, (26/16) Standard, 5000pcs/box		10	box		
30	Sticky Note "sign here" 100sheets/pad		25	pad		
31	Tape, transparent, 1", 24mm, 50meters length		10	roll		
32	Tape, Transparent, 48mm, 50meters length		10	roll		
33	Tape, masking, width: 24mm (±1mm)		10	roll		
34	Tape, masking, width: 48mm (±1mm)		10	roll		
35	Tape Dispenser, table top		1	piece		
SUBTOTAL						

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 Conditions specified by the DPWH.

For further information, please refer to:

ABRAHAM S. OSBEN

HEAD - BAC Secretariat

[(+63)907 547 6647]

osben.abraham@dowh.gov.ph

Printed Name/Signature/Date

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



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BENGUET 2ND DISTRICT ENGINEERING OFFICE
Natubleng, Buguias, Benguet, Cordillera Administrative Region



Name of Procuring Entity: Department of Public Works and Highways - Benguet 2nd District Engineering Office

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NOTE: Please submit three (3) duly certified photocopies of each document stated in term and condition no. 5 and original copy of this accomplished RFQ & two (2) certified photocopies)

- Bidders shall submit original brochures of the product.
- Please indicate the brand for each items being offered.
- Cost of Bidding Document: **Php1,000.00**
- The approved budget ceiling for this procurement is **Php678,570.00**

PATERNO C. GONZALO
Chief Administrative Section
BAC Vice Chairperson

Item No.	ITEMS & DESCRIPTIONS	Brand/Model	QTY	UNIT	UNIT PRICE	TOTAL PRICE
36	Official Record Book, 300 pages		30	book		
37	Flash Drive, 64GB, USB 2.0, Plug and play with OTG		9	piece		
38	Puncher, paper, heavy duty, with two hole guide		1	Unit		
39	White Board, 2ft x 4ft		1	piece		
40	White Board Eraser		1	piece		
41	Ink, Epson L3210, Black		10	bottle		
42	Ink, Epson L3210, Cyan		10	bottle		
43	Ink, Epson L3210, Yellow		10	box		
44	Ink, Epson L3210, Magenta		10	bottle		
45	Ink, Epson L3610, Cyan		10	bottle		
46	Ink, Epson L3610, Black		10	bottle		
47	Ink, Epson L3610, Magenta		10	bottle		
48	Ink, Epson L3610, Yellow		10	bottle		
49	Laser Pointer		1	piece		
50	Voice Recorder with memory Card, 64GB		1	unite		
51	External Hard Drive, 4TB		2	unit		
52	Shredder, heavy duty		2	unit		
53	Voice Recorder with memory Card, 64GB		1	unite		
54	External Hard Drive, 4TB		2	unit		
55	Shredder, heavy duty		2	unit		
56	Adult Height Measuring Instrument Wall Mounted		1	unit		
57	Weighing Scale, digital, heavy duty		8	unit		
58	Oxygen Regulator with pressure gauge oxygen tank, complete set with wrench		1	unit		
59	Oxygen Concentrator, portable, 5liters		1	unit		
60	Pulse Oximeter with pulse and respiration readings		1	unit		
61	Infrared Thermometer		1	unit		
62	Glucometer Test Kit with strip, 25s (complete set)		1	unit		
63	BP Apparatus with Stethoscope (Littman)		1	unit		
64	Elastic Bandage, 4x5		10	roll		
65	Elastic Bandage, 2x5		10	roll		
66	Band Aid, wash proof		2	box		
67	Micropore, 3mm		1	box		
68	Gauze Pad, 4x4		2	box		
69	Glucometer test strips. 25s		5	box		
70	Povidone Iodine, 10%, 120ml		4	bottle		
SUBTOTAL						

Brand and Model: _____ Warranty: _____

Delivery Period : _____ Price Validity: _____

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Printed Name/Signature/Date _____

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