

Republic of the Philippines
Department of Public Works and Highways
NATIONAL CAPITAL REGION
Manila

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Name of Procuring Entity	Request for Quotation (P.R.): 2024-03-018
Revised on	Date: 03/20/2024
Standard Form/Title	REQUEST FOR QUOTATION
Office/End-User:	Planning and Design Division
COMPANY NAME:	
ADDRESS :	
TEL. NO./FAX NO.:	

Please quote your lowest price on the item(s) listed below, subject to the Terms and Condition listed below and submit your quotation duly signed by your representative not later than 10:00 A.M. of March 25, 2024 in the return sealed envelope attached herewith to the BAC Secretariat, 2nd Floor, 2nd St., Port Area, Manila

TERMS and CONDITION:

- All entries must be type written or lightly written
- Delivery period within Five (5) 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.
- Warranty shall be for a minimum of three (3) months for supplies & materials, one (1) year for Equipment from date of acceptance by the end-user
- Price validity shall be for a period of sixty (60) calendar days.
- PHILGEPS Registration Certificate or Registration No./ Mayor's Permit/ DTI or SEC Registration Certificate/ Tax Clearance / Omnibus Sworn Statement (For ABCs above ₱50K) / Income/Business Tax Return (For ABCs above ₱500k) shall be attached upon submission of the quotation.
- Bidders shall submit brochures showing certifications of the product applicable
- Please indicate the brand for each item being offered.
- All documents must be CERTIFIED TRUE COPY.
- The approved budget ceiling for this procurement is **Php 993,642.50**

Very truly yours,

JORDACHAES R. DAVID
Chief, Administrative Division
BAC Vice Chairperson

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT	BRAND AND MODEL
1	Computer Mouse, Wired 2 m, 2400 dpi, 6 buttons, with mouse pad	17	pc	P	P	
2	Keyboard, Wired, 1.5 m, Black, 104 keys layout	17	pc	P	P	
3	External Solid State Drive, 10 TB, USB 3.00	5	pc	P	P	
4	Flash Drive, 8 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
5	Flash Drive, 16 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
6	Flash Drive, 32 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
7	Flash Drive, 64 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
8	Flash Drive, 128 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
9	Flash Drive, 256 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
10	Flash Drive, 512 GB, SSD, OTG USB-C, USB 3.2	40	pc	P	P	
11	Expandable Envelope, long size	105	pc	P	P	
12	Long White Folder	80	pc	P	P	
13	INK REFILL , Ineo 226i cartridge, TN 228C	5	pc	P	P	
14	INK REFILL , Ineo 226i cartridge, TN 228K	6	pc	P	P	
15	INK REFILL , Ineo 226i cartridge, TN 228M	5	pc	P	P	
16	INK REFILL , Ineo 226i cartridge, TN 228Y	6	pc	P	P	
17	Highlighter, assorted 4 colors per pack	30	pack	P	P	
18	Cotton Gloves, for binding	5	pair	P	P	
19	Plastic Ring Binder 10 mm 50 sheets	55	pc	P	P	
20	Plastic Ring Binder 14 mm 110 sheets	55	pc	P	P	
21	Plastic Ring Binder 20mm 150 sheets	55	pc	P	P	
22	Plastic Ring Binder 25mm 200 sheets	55	pc	P	P	

Delivery Period : _____

Price Validity : _____

Warranty : _____

After having carefully read and accepted your General condition I / We quote you on the item(s) at prices noted above.

Printed Name/Signature

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Printed Name/Signature