



Republic of the Philippines
Department of Public Works and Highways
OFFICE OF THE DISTRICT ENGINEER
Batanes District Engineering Office
Basco, Batanes



Name of Procuring Entity	:	DPWH - BDEO	PR No. :	2024-05-0085
Revised on	:		Date :	May 23, 2024
Standard Form/Title	:	REQUEST FOR QUOTATION	Office/End User :	FINANCE SECTION
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 **2:00 PM** of **May 30, 2024**.

TERMS AND CONDITIONS

- All entries must be type written or eligibly written.
- ~~Delivery period within 30 C.D. 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 and materials ;one year for 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/Mayor's Permit/DTI/Latest Income Tax Return/Omnibus Sworn Statement** shall be attached upon submission of the quotation.
- Bidders shall submit original brochures showing certificate of the product if applicable.
- Please indicate the **BRAND** for each items being offered.
- The approved budget ceiling for this procurement is **P 152,686.27**.

RONALD C. MERIN
BAC Vice-Chairperson

Item No.	ITEMS & DESCRIPTION	QTY	Unit	Unit Price	Total Price
1	Arch File 3" (A4)	300	pc		
2	Arch File 2" (A4)	150	pc		
3	Sign Pen, 0.3 (blue)	1	box		
4	Sign pen, 0.3 (black)	2	box		
5	Stapler with stapler remover (heavy duty)	2	pack		
6	Sign Pen, Black Pentel, Liquid Gel 1.0m ball, Metal point	2	box		
7	Sign Pen, Black Pentel, Liquid Gel 0.7m ball, Metal point	2	box		
8	Bond Paper (A4), 5 reams/box	10	box		
9	Official Record Book, 500 pages, 8.5 11 (paginated)	5	pc		
10	Pencil Sharpener (Heavy Duty)	1	pc		
11	Folder (White, A4)	100	pc		
12	Note pad (3 x 3) self adhesive (assorted colors)	5	pc		
13	Pen Highlighter (assorted colors)	1	dozen		
14	Photo paper (A4)	2	pack		
15	Specialty Paper (A4) white vellum, 10sheet/pack	2	pc		
16	Official Record Book, 300 pages, 8.5 x 11 (paginated)	5	pc		
17	Marking Pen, Permanent (Black, broad)	1	box		
18	EPSON ink 003 (Black)	5	pc		
19	Ballpen, 0.5 (Black)	1	box		
20	Correction Tape (Big)	20	pc		
21	Binder Clip (2")	3	box		
		TOTAL:			

Brand & Model: _____

Warranty: _____

Delivery Period: _____

Price Validity: _____

*After having carefully read and accepted your General Condition 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 **DPWH**.*

Printed Name/Signature/Date
Tel. No./Cellphone/Email Address