



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.:	2024-08-0111
Revised on	:	Date:	AUG 08 2024
Standard Form/Title	: REQUEST FOR QUOTATION	Office/End User	QUALITY ASSURANCE 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 **AUG 14 2024**.

TERMS AND CONDITIONS

1. All entries must be **TYPE WRITTEN** or **ELIGIBLY WRITTEN**.
2. Delivery period within **45 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.
3. **Warranty** shall be for a minimum of three (3) months for **SUPPLIES & MATERIALS**; one (1) year for **EQUIPMENT**; three (3) years for **IT Equipment** from date of acceptance by the end-user.
4. Price Validity shall be for a period of sixty (60) calendar days.
5. **G-EPS Registration Certificate/Mayor's Permit/Latest Income Tax return/Tax Clearance** and **DTI** shall be attached upon submission of the quotation. For ABC exceeding or equal the amount of **Php 50,000.00, Omnibus Sworn Statement** is required.
6. Bidders shall submit original **BROCHURES** showing certificate of the product **IF APPLICABLE**.
7. Please indicate the **BRAND** for each items being offered if applicable.
8. The approved budget ceiling for this procurement is **P 58,863.00**.


RONALD G. MERIN
BAC Vice Chairperson

Item No.	ITEMS & DESCRIPTION	QTY	Unit	Unit Price	Total Price
1	Yellow Pad	10	pad		
2	Correction Tape	15	pc		
3	Note Pad/Sticky Note (3"x1")	15	pad		
4	Index Tab Self Adhesive	25	pad		
5	Note Pad/Sticky Note (3"x3")	15	pad		
6	Ballpen .04 (black)	1	box		
7	Pencil #2	2	box		
8	Binder Clip 1"	5	box		
9	Binder Clip 2"	3	box		
10	Transparent Tape 1" W, 50M length	5	roll		
11	Staple Wire #35	15	box		
12	Masking Tape 1"	5	roll		
13	Record Book 500pages	5	pc		
14	Permanent Marker (broad-Black)	1	box		
15	Stapler (Heavy Duty)	3	pc		
16	Highlighter - Assorted)	5	pc		
17	Arch File 2" A4 Size (with DPWH Logo)	30	pc		
18	Flash Drive 128GB	5	pc		
19	External Hard Drive, 1 TB	2	pc		
20	Signing Pen (.3mm) Black	1	box		
21	HP Ink Cartridge 678 (black)	20	pc		
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