



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CAMIGUIN DISTRICT ENGINEERING OFFICE**  
Mambajao, Camiguin



Name of Procuring Entity: **DPWH-Camiguin District Engineering Office** Request for Quotation(P.R. #): 2024-10-60  
Revised on: Date: October 4, 2024  
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End User : DPWH CAMIGUIN DEO

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 sealed quotation duly signed by your representative not later than 2:00 P.M. of October 11, 2024 in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH-Camiguin District Eng'g. Office, Mambajao, Camiguin.

**TERMS and CONDITIONS:**

- All entries must be typewritten or legally written.
- Delivery period within Thirty (30) CD upon receipt of the approved funded Purchased 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 from date of acceptance by the end-user.
- Price validity shall be for a period of sixty (60) calendar days.
- G-EPIS Registration Number/Mayor's Permit/Income Tax Return and Omnibus Sworn Statement shall be attached upon submission of the quotation.
- Bidders shall submit original brochures showing certifications of the product, if applicable.
- Please indicate the brand for each items being offered.
- The approved budget ceiling for this procurement is P948,029.15

  
**EDWIN G. CAGULADA**  
BAC-Chairperson

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	Air Freshener	81	bot	P	
2	Alcohol, Ethyl 68%-70%, Scented (500 ml)	90	bot	P	
3	Anti-Bacterial Liquid Handsoap	20	bot	P	
4	Ballpen (Black)	281	pc	P	
5	Ballpen (Blue)	135	pc	P	
6	Ballpen (Red)	13	pc	P	
7	Battery Dry Cell, "AA", 4pcs/pack	26	pack	P	
8	Battery Dry Cell, "AAA", 4pcs/pack	36	pack	P	
9	Bookpaper Std. A4 80GSM	650	ream	P	
10	Bookpaper Std. A3 100GSM	98	ream	P	
11	Bookpaper, A4 size Neon Green	5	ream	P	
12	Envelope Brown Long, 100pcs/box	1	box	P	
13	Envelope White (window Type)	1	box	P	
14	Envelope White, Legal Size 500pcs/bpx	1	box	P	
15	Clip, Big (Backfold), 50mm	82	box	P	
16	Clip, Small (Backfold), 50mm	76	box	P	
17	Calculator, Scientific, 1unit/box	6	unit	P	
18	Compact Disk, Rewriteable	15	pc	P	
19	Correction Pen	50	pc	P	
20	Correction Tape (33mm)	149	pc	P	
21	Duct Tape, 2"	30	roll	P	
22	Double Sided, Adhesive Nano Gel Tape, 1"	29	roll	P	
23	Document Organizer Tray (4 layers)	4	pc	P	
24	DVD Rewriteable 10pcs/box	1	box	P	
25	Envelope, Expanded, Legal Size 100pcs/box	5	box	P	
26	Eraser gum or rubber	21	pc	P	
27	Eraser, Felt for Blackboard/Whiteboard	1	pc	P	
28	External Hard Drive (2TB)	7	unit	P	
29	File Folder, Expanded with Tab	6	pc	P	
30	File Folder, Legal Size, 100pcs/box (White)	12	box	P	
31	Field Book Engineers	39	pc	P	
32	Glue Gun	2	pc	P	
33	Stick Glue	10	pc	P	
34	Laminating Film (175 microns)	3	roll	P	
35	Labeling Machine Tape 12mm Flexible ID (white)	15	pc	P	
36	Labeling Machine Tape 18mm Laminated (white)	20	pc	P	
37	Labeling Machine Tape 18mm Laminated (yellow)	12	pc	P	
38	Labeling Machine Tape 36mm Laminated (white)	75	pc	P	
39	Marker, Bullet Type, Black	27	pc	P	
40	Marker, Bullet Type, Blue	27	pc	P	
41	Marker, Bullet Type, Red	10	pc	P	
42	Marker, Whiteboard, Black	21	pc	P	
43	Marker, Whiteboard, Blue	13	pc	P	
44	Marker, Whiteboard, Red	1	pc	P	
45	Marker, Fluorescent, 3 Color/Set	29	pc	P	
46	Masking Tape, 1"	20	roll	P	
47	Masking Tape, 2"	20	roll	P	
48	Mechanical Lead, 0.5	6	pc	P	
49	Mechanical Pencil, 0.5	1	pc	P	
50	Notepad, stick on, 3x4, 100shots/pad	115	pad	P	
51	Paper Clip, (48mm), 100 pcs/box	21	box	P	
52	Paper Fastener, Plastic, 50 pcs/box	17	box	P	
53	Paper Fastener, Metal, 50 pcs/box	34	box	P	
54	Pencil, Lead with Eraser, 12pcs/box	11	box	P	
55	A4 PHOTO GLOSSY PAPER FOR INKJET PRINTS 180GSM (20PCS/PACK)	10	pack	P	

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
56	Pencil, Colored 24 colors/box	10	box	P	
57	Photo Paper 180GSM (10pcs/pack)	20	pack	P	
58	Puncher HD, with 2 Hole Guide	8	pc	P	
59	Record Filer, Standard Size Blue	760	pc	P	
60	Ring Binder, 80 ringsplastic 50mm X 1.12m	55	pc	P	
61	Rubber Bands (Big)	3	box	P	
62	Ruler, Plastic 300mm (12")	7	pc	P	
63	Ruler, Plastic 450mm (18")	2	pc	P	
64	Official Record Book, 300 pages	80	pc	P	
65	Official Record Book, 500 pages	40	pc	P	
66	Scissor,symmetrical	5	pc	P	
67	Sign Pen, Black Liquid/Gel ink 0.5mm needle tip	425	pc	P	
68	Sign Pen, Blue Liquid/Gel ink 0.5mm needle tip	114	pc	P	
69	Stamp, Rubberized "Paid & Date"	2	pc	P	
70	Stamp pad, Green	13	pc	P	
71	Stamp pad ink, Green	7	bot	P	
72	Stamp pad, Purple	15	pc	P	
73	Stamp pad Ink, Purple	10	pc	P	
74	Staple Wire #35	80	box	P	
75	Stapler with Remover	14	pc	P	
76	Staple Wire , Electronic #EH-70F	2	box	P	
77	Sticker Paper Matte (20pcs/pack)	40	pack	P	
78	Tape Transparent, 1"	52	roll	P	
79	Tape Transparent, 2"	28	roll	P	
80	Translucent Marking Sticky Note Set 5 in 1	31	pad	P	
81	USB Flash Drive, 16gb capacity	28	pc	P	
82	USB Flash Drive, 32gb capacity	22	pc	P	
83	Wet Pad	5	pc	P	
84	Broom (Soft)	15	pcs	P	
85	Broom (Stick)	11	pc	P	
86	Carborandum	1	pc	P	
87	Detergent, Long Bar	36	bar	P	
88	Detergent, Powder, All Purpose, 1 kg/pck	46	kl	P	
89	Dishwashing Liquid (250ml)	60	bot	P	
90	Dishwashing Paste (400grams)	40	can	P	
91	Diswashing Foam Sponge	29	pc	P	
92	Disinfectant, Bleaching Solution (Chlorine) 1000ml	18	bot	P	
93	Disinfectant Spray	11	bot	P	
94	Hand Sanitizer	6	pc	P	
95	Floor Rug (Cloth) Black "WELCOME"	29	pc	P	
96	Glass Cleaner (500ml)	35	bot	P	
97	Mosquito Insecticide (500ml)	40	bot	P	
98	Mop Head	6	pc	P	
99	Mop Handle	6	pc	P	
100	Mop Handle with Head	2	pc	P	
101	Disposable Face Mask, 3-ply (50pcs/box)	5	box	P	
102	Rodent Glue Trap 4pcs/set	5	pack	P	
103	Trash Bag (Medium)	20	pack	P	
104	Trash Bag (XL)	30	pack	P	
105	Toilet Bowl Cleaner & Urinal 900-1000 cap	37	bot	P	
106	Toilet Bowl Brush (with Handle)	12	pc	P	
107	Toilet Deodorant	30	pc	P	
108	Toilet Paper (12 rolls/pack)	31	pck	P	
x-x Supply and Delivery of Various Office Suplies for the use in DPWH Camiguin DEO (3rd and 4th Quarter CY 2024)   <b>EDWIN G. CAGULADA</b> Chief, Administrative Section (End User)					Total: _____

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 DPWH.

\_\_\_\_\_  
 Printed Name / Signature / Date  
 Tel. No. / Cellphone No. / E-mail Address