



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Sultan Kudarat 1st District Engineering Office
Isulan, Sultan Kudarat, Region XII

Name of Procuring Entity : SK 1st District Engineering office Request For Quotation : **2025-05-0028** (P.R. No.) 2025-04-0031

Revised on : Date : **May 20, 2025**

Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User : **SK 1ST DEO**

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. on the same return envelope attached herewith, to the Goods & Services Division, Procurement Services, 5th Floor, Bonifacio Drive, Port Area, Manila.

TERMS and CONDITIONS :

1. All entries must be typewritten or legibly written.
2. Delivery period within 30 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.
3. 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.
4. Price validity shall be for a period of sixty (60) calendar days.
5. G-EPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product.
7. Please indicate the brand for each items being offered.
8. Approved budget ceiling for this procurement is **P 332,641.47**

FERNANDO L. MAMALO JR
BAC Vice Chairman

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Purchase of Various Office Supplies and Janitorial Supplies for use in the SK 1ST DEO for the 2nd Quarter					
1	Alcohol, 70% Isoprophyl 500ml, antiseptic disinfectant w/ moisturizer	5	bottles		
2	Arch File Binder with DPWH Logo A4	100	pcs		
3	Ballpen, Ordinary (50pcs/box) - Black	1	boxes		
4	Ballpen, Ordinary (50pcs/box) - Blue	1	boxes		
5	Battery size AA, 2pcs/pack	10	packs		
6	Battery size AAA, 2pcs/pack	10	packs		
7	Binder Clip 2"	14	boxes		
8	Book Paper (A3), 80gsm	17	reams		
9	Book Paper (A4), 80gsm, Blue	6	reams		
10	Broom, soft (bagoio type)	1	pcs		
11	Correction Tape	13	pcs		
12	Detergent Powder 1000grams (Kalamansi & Jasmine)	24	packs		
13	Detergent Powder 1090grams (Sunrise Fresh)	5	packs		
14	Dishwashing Liquid 475ml	10	bottles		
15	Dishwashing Liquid 790ml	2	bottles		
16	Dishwashing Paste, Anti-bacterial 400g (grease expert)	10	pcs		
17	Disinfectant Spray 510g (assorted scent)	6	cans		
18	Disinfectant Spray 510g (citrus meadows)	5	cans		
19	Door Mat, cloth (Welcome)	2	pcs		
20	Expanded Folder, Legal size 100pcs/pack	1	pack		
21	External Hard Drive 1TB (Store Jet 25H3 Anti-Shock)	2	pcs		
22	Fabric Conditioner 1000ml (sunrise fresh)	5	bottles		
23	Fabric Conditioner 800ml (blossom fresh)	24	bottles		
24	Flash Drive (USB 3.0 Blue-inside) 16GB	10	pcs		

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

Tel. No. (064) 471 3100

Printed Name / Signature / Date

email: baragona.potre_nahar@dpwh.gov.ph



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25	Folder Brown, Long, 100pcs/pack	1	pack		
26	Glass Cleaner 500ml (with spray)	3	bottles		
27	Glue, all purpose 130g	5	pcs		
28	Ink 003 - Black	5	bottles		
29	Ink 003 - Cyan	5	bottles		
30	Ink 003 - Magenta	5	bottles		
31	Ink 003 - Yellow	5	bottles		
32	Marker, Permanent, Broad, Black	5	pcs		
33	Marker, Permanent, Broad, Blue	5	pcs		
34	Marker, White Board, Black	5	pcs		
35	Oxalic Acid 100g	48	packs		
36	Photo Paper (glossy) double sided A3 size (50 sheets) 250gsm	6	packs		
37	Photo Paper (glossy) double sided A4 size (50 sheets) 250gsm	1	pack		
38	Puncher 75XL, Heavy Duty	1	pc		
39	Record Book, 300 pages (cover, Black and Red)	5	books		
40	Ruler, Plastic (24 inches)	2	pcs		
41	Scientific Calculator 991ES Plus	7	pcs		
42	Scientific Calculator FX991 MS	1	pc		
43	Sign Pen, 0.3mm G-tec C3, Black	1	box		
44	Sign Pen, 0.3mm G-tec C3, Blue	1	box		
45	Stamp (Date Stamp)	2	pcs		
46	Stamp (Received)	5	pcs		
47	Stapler with Remover (heavy duty)	5	pcs		
48	Sticker Paper Long (Glossy) 100sheets/pack	1	pack		

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49	Sticky Note (Sign Here)	10	pack		
50	Sticky Note 3x3 inches (assorted color)	10	pads		
51	Tape Dispenser 1" (heavy duty)	3	pcs		
52	Tape, Double Sided Tape 2"	5	rolls		
53	Tissue paper, 3plys 10 rolls/pack	18	packs		
54	Tissue paper, 3plys 12 rolls/pack	6	packs		
55	Toilet Deodorant Cake 99% paradichlorobenzene, big with case	5	pcs		
56	Tornado Mop 360 (heavy duty)	1	pcs		
57	Trashbag, plastic, black, (L) 26"x32" 10pcs/pack	50	packs		
58	Trashbag, plastic, black, (M) 22"x24" 10pcs/pack	60	packs		
59	Trashbag, plastic, black, (XL) 30"x37" 10pcs/pack	50	packs		
60	Trashbag, plastic, black, (XXL) 37"x40" 10pcs/pack	65	packs		
61	Vellum A4 180gsm 100pcs/pack	1	reams		
62	Wall Clock (big)	3	pcs		
63	White Board 36x48cm	2	pcs		
64	Wood Polish Spray Cleaner 500ml	3	bottles		
65	Pan, frying (non-stick, 30cm)	1	pcs		
66	Plastic Flowers	10	pcs		
67	Rice Cooker 15 cups	1	unit		
68	Rice Cooker 5 cups	1	unit		
69	Serving Tray, Plastic 1.1ft x 1.4ft	4	pcs		
70	Table Cloth, 2 meters x 1.5 meters	2	pcs		
71	Table Cloth, 3 meters x 1.5meters	5	pcs		
72	Tea Spoon/silver 12pcs	5	dozen		
73	Ink T9731	1	unit		
74	Ink T9732	1	unit		
	xxxxx				

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