Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL 2ND DISTRICT ENGINEERING OFFICE
Ubay, Bohol

24 - 09 - 108

Name of Procuring Entity :	Request for Quotation (P.R. No.):
Revised on :	Date: SEP 10 2024
Standard From/Title : **REQUEST FOR QUOTATION**	Office/End-User: Admin. Section
COMPANY NAME :	
ADDRESS	
TEL No. /FAX No :	TIN No. :

RECEIVED FOR POSTING
MA. OLIVIA F LOPOS
PUBLIC INFORMATION OFFICER
SIGNATURE:
DATE: 9-12-24

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 after 10:A.M. of _______________ in the return enveloped attached herewith to the BAC Secretariat for Goods, DPWH Bohol 2nd Engineering District , Ubay, Bohol.

TERMS AND CONDITIONS:

1. All entries must be typewritten or legibly written.

2. Delivery period within 15 Calendar Days upon receipt of the apporved funded Purchase Order (P.O.) Administrative penalties pursuant to Section 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 and materials, one year for Equipment; 3 years It Equipment from the 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/Incometax Return/Omnibus Sworm Statement shall attached upon submission of the quotation.

6. Bidders shall submit original brochures of the product.

7. Please indicate the brand of each items being offered.

8. The approved budget ceiling for the procurement is ₱ 265,000.00 .

DIOSCORO C. VIRTUDAZO
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Digital Copier with auto Reverse Document Feeder, Full Colour	1	unit		
	Multi-Function Printer (Copier, Printer, Scanner)				
	===Special Features===				
	*Heavy Duty Digital Colored Copier/Printer/Scanner				
	*with Auto Reverse Document Feeder				
	*Speed: 20 prints per minute				
	*2 x 550 sheet cassette tray and 100 sheet bypass tray (1,200 sheets)				
	*Memory Standard: 6 GB				
	*SPDF Capacity: 220 sheets				
	*ARDF: 100 sheets				
	*Enlarger/Reducer				
	*10.1 in Android Smart Full Touch Screen Control Panel				
	*Mobile printing: Apple Airprint, Mopria, Google Cloud Print, Gestetner Smart Device Connector				
	*Network Interface: Ethernet 10. Base T, USB Device				
	*Scanning Speed: ARDF 80ipm				
	*Scanning Speed: SPDF 120ipm (simplex) 240ipm (duplex)				
	*Scan Methods: Email, Folder, USB, SD card				
	*Capable in windows and mac OS				
	*Printing Resolution: 1,200 x 1,200 dpi maximum				
	*Resolution 600dpi				
	*Printing area: (12.59 x 17.71 or SRA3, A3, A4, A5, B6) paper weight: 52-300g/m2				
	*paper input: maximum (4,700) sheets				
	*with Lifetime free service, monthly preventive maintenance				
	*with Genuine Toner (Black, Yellow, magenta, Cyan)				
	*Free initial consumables (1 set)				
	*Free Machine Cabinet				
	====Preventive Maintenance Agreement====				
	*One (1) year Warranty on parts				
	*Lifetime free service				
	*Monthly check-up				
	Free Basic Operators Training				
	===Other Benefits===				
	*Free delivery and Installation				
	*No Service Charge				
	*No Transportation Charges				
				Total --------------	

Purpose: for use in DPWH Bohol 2nd DEO.(COA Office)

Brand andModel:_______________________ 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 the delivery period, warranty and price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Telefax: 518-8051 / 518-8050
email: dpwhbohol2@yahoo.com

____
Printed Name / Signature / Date

Tel. No / Cellphone No. / E-mail Address

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: **BOHOL 2ND DEO**
Office Location : **Ubay, Bohol**

FINAL ANNUAL PROCUREMENT PLAN FOR FY 2024

P.R. No. [1]	Contract Package (Description)	Procurement Method	ABC[2] (Fund Source)	PROCUREMENT SCHEDULE						
				Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	Common Office Supplies									
	1. Common Office Supplies	shopping	6,138,822.62							
	2. Common Computer Supplies/Consumables	shopping	13,172,981.90							
	3. Common Janitorials Supplies	shopping	963,860.70							
	4. Common Office Equipment	shopping	4,268,569.00							
	5. IT Equipment and Software	shopping	30,962,733.59							
	6. Common Electrical Supplies	shopping	1,462,373.50							
	7. Other Categories	Public Bidding/Shopping	117,084,804.77							
	INVENTORY									
	1. Inventory/Common Office Supplies	shopping	881,625.50							
	2. Inventory/Common Computer Supplies	shopping	2,559,684.90							
	3. Inventory/Common Office Devices	shopping	113,165.80							
	4. Inventory/Common Janitorials Supplies	shopping	217,229.12							
	5. Inventory/Common Office Equipment	shopping	151,472.00							
	6. Inventory/IT Equipment and Software		161,200.00							
Total Budget Amount		Php	**178,138,523.40**							

PREPARED BY:

PRIMITIVA E. ABAN
Procurement Engineer

RECOMMENDED BY:

MARTIN A. PEÑARADA
BAC Chairman

APPROVED BY:

FERNANDO J. TANAGSA
OIC - District Engineer

[1]PR No. = Purchase Request No.
[2]ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMP) prepared by the Project Management Offices (PMOs) into an Annual Procurement Plan (APP). The APP shall bear the approval of the head of the procuring entity. Updating the PPMP and the consolidated APP shall be undertaken every six (6) months or as often as required by the head of the procuring entity.

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: Admin. Section
Office Location : Ubay, Bohol

UPDATED PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) 2024

P.R. No. [1]	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC[2] (Fund Source)	PROCUREMENT SCHEDULE: Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	1. Common Office Supplies	shopping		151,192.70	105,000.00	143,372.70								
	2. Common Computer Supplies / Consumables	shopping	225,800.00	206,335.50	180,300.00	148,460.50								
	3. Common Janitorials Supplies	shopping	164,965.00	22,600.00	151,665.00	22,600.00								
	4. Common Office Devices and Equipment	shopping	662,700.00	215,800.00	2,518,600.00									
	5. Furniture and Fixture	shopping	519,000.00	995,000.00	70,000.00									
	6. IT Equipment and Software	shopping	1,212,700.00	594,000.00										
	7. Other Categories	shopping	151,120.00	89,100.00										
	8. Common Electrical Supplies	shopping	110,870.00		48,000.00	11,100.00								
	9. Fire Fighting Equipment & Accessories	shopping	64,000.00											
	10. Air Condition Maintenance Services	shopping	91,800.00	91,800.00	91,800.00	91,800.00								
	11. Elevator Maintenance Services	shopping	65,000.00	65,000.00	65,000.00	65,000.00								
TOTAL EVERY QTR. ------------------------------			3,287,955.00	2,430,828.20	3,230,365.00	482,333.20								
Total Budget Amount		**Php**		**9,411,481.40**										

PREPARED BY:

LEO P. LIGAN
Admin. Officer II

Checked By:

THERESA OLIVIA F. LOPOS
Supply Officer II

EVALUATED BY: (To be included in the DPWH Budget Proposal)

NILA B. VIRTUDAZO
Budget Officer

[1]PR No. = Purchase Request No.
[2]ABC = Approved Budget for the Contract

UPDATED ITEMIZED LIST OF GOODS
CY 2024

Office/Unit: ADMINISTRATIVE SECTION

District: DPWH-Bohol 2nd District Engineering Office, Ubay, Bohol

	GOODS			TOTAL CALENDAR		DISTRIBUTION BY QUARTERS							
						1ST QTR.		2ND QTR.		3RD QTR.		4TH QTR.	
	Category / Nature and Description / Specification	UNIT	UNIT PRICE	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT
	COMMON OFFICE EQUIPMENT												
1	Photo Copier, Black and White	unit	105,000.00	1	105,000.00		-		-	1	105,000.00		
2	Photo Copier, Colour	unit	260,000.00	2	520,000.00		-		-	2	520,000.00		
3	Water Dispenser, Hot and Cold	unit	9,000.00	2	18,000.00	2	18,000.00		-				
4	Two way Radio	unit	4,500.00	6	27,000.00		-	6	27,000.00		-		
5	Floor Polisher, 18" Diameter, with accessories	unit	49,000.00	1	49,000.00	1	49,000.00		-		-		-
6	Money Counter Machine	unit	19,000.00	1	19,000.00	1	19,000.00		-		-		-
8	Keybox, 72 key Capacity	unit	4,500.00	1	4,500.00	1	4,500.00						
9	Google TV, 85 inches, with wall bracket	unit	135,000.00	1	135,000.00	1	135,000.00						
10	Google TV, 43 inches, with wall bracket	unit	36,000.00	2	36,000.00	1	36,000.00						
12	Air Blower / Vacuum Cleaner for PC, 400W	unit	2,100.00	2	4,200.00	2	4,200.00						
13	Microphone 30 Channel	set	327,000.00	1	327,000.00	1	327,000.00						
14	Camcorder/Video Camera	unit	70,000.00	1	70,000.00	1	70,000.00						
15	Automatic Hand Dryer, 1800W	unit	4,100.00	1	4,100.00	1	4,100.00						
16	Grasscutter	unit	29,000.00	4	116,000.00	4	116,000.00						
17	Airconditioning Unit, 3tr, Floor Mounted, Inverter	unit	173,400.00	4	693,600.00		-	1	173,400.00	3	520,200.00		
18	Airconditioning Unit,3HP, Wall Mounted, Split Type, Invert	unit	131,200.00	1	131,200.00		-		-	1	131,200.00		
19	Airconditioning Unit,2HP, Wall Mounted, Split Type, Invert	unit	117,200.00	1	117,200.00		-		-	1	117,200.00		
20	Video System (Video Conference Camera, 98" Interactive Flat Panel, OPS PC Modular(I5), Mobile Stand, Tourcase Rack)	set	515,000.00	1	515,000.00		-		-	1	515,000.00		
21	Conference and Sound System(Full Digital Conference System Controller, Full Digital Coference Chairman unit and for Delegate Unit, 8pin Conference Cable 20m Male and Female Extention Cable, Socket, Audio Processor, Professional 4ch Digital Audio processor, 4 inputs, 2 Ch Professional Amplier, Speaker 200w 8ohms, Wall Mounted Bracket for Speaker, Audio Cable(Female) bare wire 1.8M, Audio Cable (Male) Bare wire 1.8m, Cat5 Cable, Duplex Speaker Wire)	set	610,000.00	1	610,000.00		-		-	1	610,000.00		
	TOTAL EVERY QTR.						662,700.00		215,800.00		2,518,600.00		