



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

25-04-041

Name of Procuring Entity : Request for Quotation (P.R. No.):
Revised on : Date: **APR 08 2025**
Standard Form/Title : **REQUEST FOR QUOTATION** Office/End-User: DPWH-Bohol 2nd DEO

COMPANY NAME :

ADDRESS

TEL No. /FAX No :

TIN No :

APPROVED FOR POSTING

THERESA OLIVIA F LOPOS

DISTRICT PUBLIC INFORMATION OFFICER

SIGNATURE:

DATE:

4-10-25

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 10:00A.M. of _____
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 approved 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 for 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-EPIS Registration Certificate/Mayor's Permit/DTI/Incometax Return/Omnibus Sworn Statement shall be attached upon submission of the quotation.
6. Bidders shall submit original brochures of the product.
7. Please indicate the brand of each item being offered.
8. The approved budget ceiling for the procurement is ₱ 176,889.00.

DIOSCORO C. VIRTUDAZO
BAC CHAIRMAN

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Air Freshener, spray, 320ml	31	bottle		
2	Alcohol 70% (500ml), Isopropyl	32	bottle		
3	DISINFECTANT SPRAY, 340 grams net content	29	bottle		
4	Furniture Cleaner (330ml)	27	bottle		
5	Glass Cleaner Spray (500ml)	15	bottle		
6	Hand Soap Liquid 500ml	26	bottle		
7	Insect Spray, (Multi Insect Spray) 500ml	3	bottle		
8	Bleaching Liquid, 500ml	11	bottle		
9	Liquid Sosa, 500ml	10	bottle		
10	Glade Airfreshener Automatic refill, 175g/269ml	25	bottle		
11	Dishwashing Paste, 200 grms	57	cup		
12	DETERGENT POWDER, 65 grams	50	dzn		
13	Fabric Conditioner, 25ml	57	dzn		
14	Hand Soap Liquid	6	gall		
15	Alcohol, 70%, Isopropyl	8	gall		
16	Toilet Bowl Cleaner, 500ml	28	bottle		
17	Door Mat, (Out Door) 1.22 mtr x 2mtr	3	mtr		
18	Paper Towel	10	pack		
19	Tissue (9 roll per pack)	28	pack		
20	WET WIPES, 90 sheet	88	pack		
21	Hanging Tissue, 1240 sheet, 4ply	30	pack		
22	Broom, soft (Tambo)	6	pcs		
23	Dust Pan, Non-Rigid Plastic, with detachable handle	8	pcs		
24	Mop Screw Type, Aluminum Handle	9	pcs		
25	Bathroom Soap, 90grms	5	pcs		
	x-----x-x-x			sub total-----	

Purpose: for use in DPWH Bohol 2nd DEO. (Admin. Section, Finance Section, Procurement Unit, Const. Section, Quality Assurance Section, Maint. Section and Planning and Design Section)

Name of Procuring Entity :

Request for Quotation (P.R. No.):

Revised on

Date: APR 08 2025

Revised on	
Standard From/Title	REQUEST FOR QUOTATION

Office/End-User: DPWH-Bohol 2nd 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 quotation duly signed by your representative not after 10:00A.M. of _____
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 approved 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/Income tax Return/Omnibus Sworn 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 ₱ 176,889.00.

~~APPROVED FOR POSTING~~

THESESA OLIVIA F LOPOS
DISTRICT PUBLIC INFORMATION OFFICER
SIGNATURE: in the return enveloped

~~SIGNATURE:~~ In the return enveloped

DATE _____

4-10-25

DIOSDORO C. VITO DAZO
BAC CHAIRMAN 9.

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
26	Rag (Doormat)	12	pcs		
27	Toilet Deodorant, 50grams	65	pcs		
28	TRASHBAG, plastic, black, Large, 10 pcs.per roll	195	roll		
29	TRASHBAG, plastic, black, Small, 10 pcs. per roll	50	roll		
30	TRASHBAG, plastic, black, XL, 10 pcs.per roll	5	roll		
31	Herbicide	2	gall		
32	Muriatic Acid	6	gall		
	X-----X--X-X-X			sub total-----	
			Grand Total -----		

Purpose: for use in DPWH Bohol 2nd DEO.(Admin. Section, Finance Section, Procurement Unit, Const. Section, Quality Assurance Section, Maint. Section and Planning and Design Section)

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 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 2025

P.R. No. 1	Contract Package (Description)	Procurement Method	ABC (Fund Source)	PROCUREMENT SCHEDULE						
				Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 cd before submission	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	SUPPLIES									
	1. Common Office Supplies	Public Bidding	4,937,728.79							
	2. Common Computer Supplies/Consumables	Public Bidding	6,920,958.00							
	3. Common Janitorials Supplies	Public Bidding	1,220,620.00							
	4. Common Office Equipment	Public Bidding	2,020,482.00							
	5. IT Equipment and Software	Public Bidding	9,002,358.90							
	6. Common Electrical Supplies	shopping	223,885.00							
	7. Repair and Maintenance of Vehicles									
	7.a. Quality Assurance Section	Small Value Procurement	592,520.00							
	7.b. Construction Section	Small Value Procurement	521,800.00							
	7.c. Finance Section	Small Value Procurement	136,400.00							
	7.d. Planning and Design Section	Small Value Procurement	643,350.00							
	7.e. Maintenance Section (EAO)	Small Value Procurement	666,700.00							
	7.f. Maintenance Section (RM)	Public Bidding	2,110,310.00							
	7.g. Office of the Assistant District Engineer	Small Value Procurement	359,700.00							
	7.h. Office of the District Engineer	Small Value Procurement	211,300.00							
	7.i. Administrative Section	Small Value Procurement	364,250.00							
	8. Fuels and Oils	Public Bidding	3,696,000.00							
	9. Furniture and Fixture	shopping	185,000.00							
	10. Fire Fighting Equipment & Accessories	Small Value Procurement	92,000.00							
	11. Aircondition Maintenance Services	Small Value Procurement	350,800.00							
	12. Maintenance Materials	Public Bidding	40,385,846.40							
	13. Elevator Maintenance Services	Direct Contracting	320,000.00							

14. Technical & Scientific Equipment	Public Bidding	4,350,000.00							
15. Heavy Equipment Road Rental	Small Value Procurement	677,976.00							
16. Other Categories	Public Bidding	4,345,249.69							
17. Heavy Equipment/Machineries	Public Bidding	15,976,000.00							
INVENTORY									
1. Inventory/Common Office Supplies	Public Bidding	1,489,359.00							
2. Inventory/Common Computer Supplies	shopping	999,363.71							
3. Inventory/Common Office Devices	shopping	95,779.30							
4. Inventory/Common Janitorials Supplies	shopping	226,552.00							
5. Inventory/Common Office Equipment	shopping	19,392.00							
6. Inventory/IT Equipment and Software	shopping	9,000.00							
Total Budget Amount		103,150,680.79	Php						

PREPARED BY:



PRIMITIVA E. ABAN
Procurement Engineer

RECOMMENDED BY:



DIOSDADO C. MERVUDAZO
Assistant District Engineer
BAC Chairperson

APPROVED BY:



FERNANDO J. TALAGOSA
OIC - District Engineer

¹PR No. = Purchase Request No.
²ABC = 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.

PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2025

P.R. No.	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 c.d. 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															
	1. Common Office Supplies	competitive	361,129.80	350,956.60	359,125.00	351,961.40	1,423,172.80									
	2. Common Computer Supplies	competitive	545,170.00	472,760.00	514,910.00	468,210.00	2,001,050.00									
	3. Common Office Devices	shopping														
	4. Common Janitorials Supplies	shopping	5,841.20	4,762.30	5,841.20	4,762.30	21,207.00									
	5. Common Office Equipment	shopping	134,314.00	55,924.00	134,314.00	55,924.00	380,476.00									
	6. IT Equipment and Software	competitive	706,000.00	242,000.00	873,500.00	284,500.00	2,106,000.00									
	7. Technical & Scientific Equipment	competitive	4,350,000.00				4,350,000.00									
	8. Other Categories	competitive	1,055,878.69	595,100.00	365,500.00	207,600.00	2,224,078.69									
	INVENTORY															
	1. Inventory/Common Office Supplies	shopping	58,600.00	59,400.00	58,600.00	59,400.00	236,000.00									
	2. Inventory/Common Computer Supplies	shopping	58,947.90	58,721.90	58,947.90	58,721.90	235,339.60									
	3. Inventory/Common Office Devices	shopping	14,352.50	1,630.00	14,462.50	1,165.00	31,630.00									
	4. Inventory/Common Janitorials Supplies	shopping	39,287.50	19,532.50	39,287.50	19,532.50	117,640.00									
	5. Inventory/Common Office Equipment	shopping														
	6. Inventory/IT Equipment and Software	shopping														
	TOTAL EVERY QTR.		7,329,521.59	1,860,787.30	2,424,508.10	1,511,777.10	13,126,594.09									
	Total Budget Amount		13,126,594.09													
			Php													

PREPARED BY:

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

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

MELYN L. ARAO-ARAO
Data Encoder I

SIMPICIA G. AGUIMAN
Chief, Planning & Design Section

NILA B. VIRTUDAZO
Budget Officer II

PPR No. = Purchase Request No.
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.

INDICATIVE ITEMIZED LIST OF GOODS PPMP, FY 2025

Office/Unit: PLANNING & DESIGN SECTION

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

GOODS		UNIT		TOTAL		DISTRIBUTION BY QUARTERS							
Category / Nature and Description / Specification		UNIT	PRICE	QTY	CALENDAR AMOUNT	QTY	1ST QTR. AMOUNT	QTY	2ND QTR. AMOUNT	QTY	3RD QTR. AMOUNT	QTY	4TH QTR. AMOUNT
COMMON JANITORIAL SUPPLIES													
1	DISINFECTANT SPRAY	can	700.00	10.00	7,000.00	3.00	2,100.00	2.00	1,400.00	3.00	2,100.00	2.00	1,400.00
2	FURNITURE CLEANER, 300ml/can min	can	105.00	10.00	1,050.00	3.00	315.00	2.00	210.00	3.00	315.00	2.00	210.00
3	TRASHBAG, plastic, black, (Large and Medium), 10 pcs per pack per roll	roll	150.00	20.00	3,000.00	5.00	750.00	5.00	750.00	5.00	750.00	5.00	750.00
	AIR FRESHENER, any brand	blt	273.80	10.00	2,739.00	3.00	821.70	2.00	547.80	3.00	821.70	2.00	547.80
6	TISSUE (9 roll per pack)	blt	92.00	20.00	1,840.00	5.00	460.00	5.00	460.00	5.00	460.00	5.00	460.00
7	WET TISSUE, (90 sheets)	pk	100.00	20.00	2,000.00	5.00	500.00	5.00	500.00	5.00	500.00	5.00	500.00
8	DISWASHING PASTE(200 grams)	cup	28.90	20.00	578.00	5.00	144.50	5.00	144.50	5.00	144.50	5.00	144.50
TOTAL EVERY QTR.						5,841.20		4,762.30		5,841.20		4,762.30	
PROGRAM TOTAL AMOUNT:						21,207.00							
INVENTORY/COMMON JANITORIAL SUPPLIES													
1	BROOM, soft (bambo)	piece	125.00	10.00	1,250.00	2.00	250.00	3.00	375.00	2.00	250.00	3.00	375.00
2	DUST PAN, non-rigid plastic, with detachable handle	piece	135.00	4.00	540.00	1.00	135.00	1.00	135.00	1.00	135.00	1.00	135.00
3	Glaes Wiper	piece	155.50	4.00	622.00	1.00	155.50	1.00	155.50	1.00	155.50	1.00	155.50
4	MOPHANDLE, screw type, wooden handle	piece	92.00	4.00	368.00	1.00	92.00	1.00	92.00	1.00	92.00	1.00	92.00
5	MOPHEAD, 100% rayon, 400g	piece	85.00	4.00	340.00	1.00	85.00	1.00	85.00	1.00	85.00	1.00	85.00
6	RAG, COTTON, assorted colors(Door mat)	piece	395.00	10.00	3,950.00	3.00	1,185.00	2.00	790.00	3.00	1,185.00	2.00	790.00
7	MEDICAL KIT	unit	6,985.00	2.00	13,970.00	1.00	6,985.00	-	-	1.00	6,985.00	-	-
8	T-SHIRT	piece	250.00	300.00	75,000.00	100.00	25,000.00	50.00	12,500.00	100.00	25,000.00	50.00	12,500.00
	TRASH BINS	piece	5,400.00	4.00	21,600.00	1.00	5,400.00	1.00	5,400.00	1.00	5,400.00	1.00	5,400.00
TOTAL EVERY QTR.						39,287.50		19,532.50		39,287.50		19,532.50	
PROGRAM TOTAL AMOUNT:						117,640.00							

				pds	admin	fs	cs	pu	ms	Qas
1	bottle	Air Freshener, 320ml	31		15		10		4	2
2	bottle	Alcohol 70% (500ml), Isopropyl	32			12	20			
3	bottle	DISINFECTANT SPRAY, 340 grams net content	29	3	5		8	10	1	2
4	bottle	Furniture Cleaner (330ml)	27		15		6	6		
5	bottle	Glass Cleaner Spray (500ml)	15		12				2	1
6	bottle	Hand Soap Liquid 500ml	26			6	10			10
7	bottle	Insect Spray, (Multi Insect Spray) 500ml	3		3					
8	bottle	Bleaching Liquid, 500ml	11		10				1	
9	bottle	Liquid Sosa, 500ml	10		10					
10	bottle	Glade Airfreshener Automatic refill, 175g/269ml	25		25					
11	cup	Dishwashing Paste, 200 grms	57		15		15	10	2	15
12	dzn	DETERGENT POWDER, 65 grams	50		30		10	5	2	3
13	dzn	Fabric Conditioner, 25ml	57		35		10		2	10
14	gall	Hand Soap Liquid	6		4			1	1	
15	gall	Alcohol, 70%, Isopropyl	8		8					
16	bottle	Toilet Bowl Cleaner, 500ml	28		20				2	6
17	mtr	Door Mat, (Out Door) 1.22 mtr x 2mtr	3		3					
19	pack	Paper Towel	10			10				
20	pack	Tissue (9 roll per pack)	28		12	4		5	2	5
21	pack	WET WIPES, 90 sheet	88		20	16	20	20	2	10
22	pack	Hanging Tissue, 1240 sheet, 4ply	30		30					
23	pcs	Broom, soft (Tambo)	6				2	2	1	1
24	pcs	Dust Pan, Non-Rigid Plastic, with detachable handle	8	1		1	3	1	1	1
25	pcs	Mop Screw Type, Aluminum Handle	9		6				1	2
26	pcs	Bathroom Soap, 90grms	5							5
27	pcs	Rag (Doormat)	12	3		4	5			
28	pcs	Toilet Deodorant, 50grams	65		60					5
29	roll	TRASHBAG, plastic, black, Large, 10 pcs. per roll	195	5	150		15	10		15
30	roll	TRASHBAG, plastic, black, Small, 10 pcs. per roll	50		30					20
31	roll	TRASHBAG, plastic, black, XL, 10 pcs. per roll	5						5	
32	gal	Herbicide	2		3					
33	gal	Muriatic Acid	6		6					