

Republic of the Philippines

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS CEBU CITY DISTRICT ENGINEERING OFFICE



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

Regional Office VII, V. Sotto Street, Cebu City Name of Procuring Entity: DPWH - CCDEO Request for Quotation (P.R. No.): 2025-03-0010 Revised on: Date: March 27, 2025 **REQUEST FOR QUOTATION** Office/End-User: Finance Section Standard Form/Title **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. April 14, 2025 the return envelope attached herewith, to the BAC Secretariat for Goods, 2nd Floor, V. Sotto Street, Cebu City 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 ALEREDO E. HERNANDEZ for Equipment; 3 years IT Equipment from date of acceptance by the end-user. Assistant District Engineer 4. Price validity shall be for a period of sixty (60) calendar days. BAC -/Chairperson X 5. PhilGEPS Registration Certificate/Mayor's Permit. shall be attached upon submission of the quotation. 6. Bidders shall submit original brochures showing certification of the product. 7. Please indicate the brand for each items being offered. 8. Omnibus Sworn statement for ABC above Php 50,000 9. Income Business Tax Return for ABC above Php 500,000 Php 200,997.15 10. The approved budget ceiling for this procurement is Item DESCRIPTION UNIT **UNIT PRICE** QTY TOTAL PRICE No. BINDER Clip Medium - 2" (12pcs/box) 1 3 box 2 BINDER Clip Small - 1" (12pcs/box) 3 box BINDER Plastic Filler (thick) - Long 10pcs./pack 500 box BOND PAPER - LONG (Sub 20) 4 50 ream 5 CALCULATOR (CASIO - MS-470V -14 digits) - as per sample 1 рс PVC COVER - A4 CLEAR 300 microns 6 10 box PVC COVER - LONG CLEAR (300 microns) 7 10 box RECORD BOOK (# 85) - 150 Pages (5pcs/pack) 8 10 pack RECORD BOOK (# 85) - 200 Pages (5pcs/pack) 9 10 pack 10 SIGN PEN - My Gel 0.5 (Blue) (12pcs./box) 5 box *****Nothing Follows**** **Total** Purpose: For Finance Section use. (office supplies 1st quarter) The awarding for this RFQ will be on a lump-sum basis. Prospective Suppliers must quote for all of the items. Otherwise they will be subjected for disqualification. 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.