



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

REGIONAL OFFICE VII

Ubay, Bohol

24-05-036

Name of Procuring Entity :

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

Revised on :

Date :

MAY 03 2024

Standard Form/Title :

Office/End-User :

REQUEST FOR QUOTATION

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: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 C.D 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 none delivery without valid reason.
3. Warranty shall be for a minimum of three(3) months for supplies and materials, one year for 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/ Income Tax Return/ Omnibus Sworn Statement shall attached upon submission of the quotation.
6. Bidders shall submit original brochures showing certifications of the product if applicable.
7. Please indicate the brand of each items being offered.
8. The approved budget ceiling for the procurement is P 91,745.00


MARTIN B. PELARADA
BAC CHAIRPERSON

ITEM NO.	ITEMS & DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	HAND SOAP, Liquid, 500 ml	20	bottle		
2	DISINFECTANT SPRAY, 400 grams net content	20	can		
3	AIR FRESHENER, any brand	40	btl		
4	ALCOHOL, 500 ml	50	btl		
5	TISSUE (9 roll per pack)	20	pck		
6	WET TISSUE, (90 sheets)	35	pck		
7	DISWASHING PASTE(200 grams)	35	cup		
8	SPIN MOP	3	piece		
9	FEATHER DUSTER	5	piece		
10	Car Air Freshener, California Scent, net wt. 1.5 oz, cont. net (42g)	40	cup		
11	BROOM, soft (tambo)	7	piece		
12	RAG, COTTON,assorted colors(Door mat)	10	piece		
13	Kitchen Towel	15	piece		
14	Glass Wiper	5	piece		
15	Dust Pan	5	piece		
16	TRASH BAG LARGE	12	roll		
17	INSECT KILLER	10	btl.		
18	FURNITURE CLEANER	15	btl.		
Purpose: For use in the Construction 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 Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and Condition specified by DPWH.

Tel No. : 518-8051

Email address : dpwhbohool2@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

FINAL ANNUAL PROCUREMENT PLAN FOR FY 2024										
PROCUREMENT SCHEDULE										
No. 1	Contract Package (Description)	Procurement Method	ABC ² (Fund Source)	Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 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 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							
		Php	178,138,523.40							
	Total Budget Amount									

PREPARED BY:

RECOMMENDED BY:

APPROVED BY:

PRIMITIVA E. ABAN
Procurement Engineer

MARTIN A. VELARADA
BAC Chairman

FERNANDO J. TALASSA
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 this consolidated APP shall be undertaken every six (6) months or as often as required by the head of the procuring entity.

Name of Office: CONSTRUCTION SECTION
Office Location : BOHOL 2ND DEO, Jbay, Bohol

PROCUREMENT SCHEDULE

[illegible]

APPROVED BY:

FERNANDEZ, TALAGSA
OIC- District Engineer

ITEMIZED LIST OF GOODS PPMP, FY 2024

Office/Unit: CONSTRUCTION SECTION
DistrictDPWH-Bohol 2nd District Engineering Office, Ubay, Bohol

			TOTAL		DISTRIBUTION BY QUARTERS							
Category / Nature and Description / Specification	UNIT	UNIT PRICE	QTY	AMOUNT	1ST QTR.		2ND QTR.		3RD QTR.		4TH QTR.	
					QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT
COMMON JANITORIAL SUPPLIES												
1 BATHROOM SOAP 90gms.	piece	49.00	40	1,960.00	10	490.00	10	490.00	10	490.00	10	490.00
2 HAND SOAP, Liquid, 500 ml	bottle	179.60	40	7,184.00	10	1,796.00	10	1,796.00	10	1,796.00	10	1,796.00
3 DETERGENT POWDER, all purpose 5.0 grams	pack	500.00	80	40,000.00	20	10,000.00	20	10,000.00	20	10,000.00	20	10,000.00
4 DISINFECTANT SPRAY, 500 grams net content	can	160.00	30	4,800.00	10	1,600.00	10	1,600.00	5	800.00	5	800.00
5 INSECT KILLER SPRAY, 320 grams net content	can	400.00	30	12,000.00	10	4,000.00	10	4,000.00	5	2,000.00	5	2,000.00
6 FURNITURE CLEANER, 300ml/can min	can	105.00	30	3,150.00	10	1,050.00	5	525.00	10	1,050.00	5	525.00
7 TRASHBAG, plastic black, (Large), 10 pcs per pack	roll	150.00	24	3,600.00	6	900.00	6	900.00	6	900.00	6	900.00
8 AIR FRESHENER, 300ml	blt	273.91	65	17,803.50	20	5,478.00	20	5,478.00	20	5,478.00	5	1,369.50
9 ALCOHOL, 500 ml	blt	92.00	100	9,200.00	25	2,300.00	25	2,300.00	25	2,300.00	25	2,300.00
10 TISSUE (9 roll per pack)	ock	91.50	55	5,032.50	20	1,830.00	10	915.00	10	915.00	15	1,372.50
11 WET TISSUE, (90 sheets)	ock	120.00	70	8,400.00	20	2,400.00	15	1,800.00	15	1,800.00	20	2,400.00
12 GLASS CLEANER	blt	137.51	16	2,200.00	5	687.50	3	412.50	5	687.50	3	412.50
13 DISWASHING PASTE (200 grams)	cup	28.91	75	2,167.50	25	722.50	15	433.50	15	433.50	20	578.00
14 FABRIC CONDITIONER (25 ml/pack)(1000 ml)	bottle	300.00	10	3,000.00	5	1,500.00	-	-	5	1,500.00	-	-
15 SPIN MOP	piece	1,350.01	5	6,750.00	2	2,700.00	2	2,700.00	1	1,350.00	-	-
16 FEATHER DUSTER	piece	150.00	16	2,400.00	5	750.00	5	750.00	3	450.00	3	450.00
17 PAPER TOWEL	pack	87.50	60	5,250.00	15	1,312.50	15	1,312.50	15	1,312.50	15	1,312.50
18 GLASS WIPER	piece	190.00	20	3,800.00	5	950.00	5	950.00	5	950.00	5	950.00
19 PAINT BRUSH, 2inches	piece	30.00	10	300.00	5	150.00	-	-	5	150.00	-	-
20 Car Air Freshener, California Scent, net wt. 1.5 oz. co. it. net (42g)	cup	320.00	100	32,000.00	25	8,000.00	25	8,000.00	25	8,000.00	25	8,000.00
21 BROOM, soft (tambu)	piece	125.00	15	1,875.00	5	625.00	2	250.00	5	625.00	3	375.00
22 DUST PAN, non-rigid plastic, with detachable handle	piece	135.00	10	1,350.00	3	405.00	2	270.00	3	405.00	2	270.00
23 Glass Wiper	piece	155.50	10	1,555.00	3	466.50	2	311.00	3	466.50	2	311.00
24 RAG, COTTON assorted colors (Doomat)	piece	395.00	20	7,900.00	5	1,975.00	5	1,975.00	5	1,975.00	5	1,975.00
26 T-SHIRT	piece	250.00	350	87,500.00	100	25,000.00	100	25,000.00	100	25,000.00	50	12,500.00
27 TRASH CAN	piece	210.00	20	4,200.00	5	1,050.00	5	1,050.00	5	1,050.00	5	1,050.00
TOTAL EVERY QTR.				78,138.00		73,218.50		71,884.00		52,137.00		
PROGRAM TOTAL AMOUNT:				275,377.50								

ITEMIZED LIST OF GOODS

PPMP, FY 2024

Office/Unit: CONSTRUCTION SECTION
District:DPWH-Bohol 2nd District Engineering Office, Ubay, Bohol

39	TAPE, packaging, 30 meters length (2 inches)	roll	53.90	20	1,078.00	5	269.50	5	269.50	5	269.50
40	TAPE, transparent, 50 meters (2 inches)	roll	45.00	50	2,250.00	15	675.00	15	675.00	10	450.00
41	TAPE, double sided, 50 meters (1 inch)	roll	35.00	120	4,200.00	30	1,050.00	30	1,050.00	30	1,050.00
42	TAPE, Masking, 50 meters (1 inch)	roll	45.00	125	5,625.00	50	2,250.00	25	1,125.00	25	1,125.00
43	TAPE, Masking, 50 meters (2 inches)	roll	80.00	50	4,000.00	20	1,600.00	10	800.00	10	800.00
44	SCOTCH TAPE (1 inch)	roll	26.00	120	3,168.00	30	792.00	30	792.00	30	792.00
45	Duct Tape, 2-inch	roll	200.00	40	8,000.00	10	2,000.00	10	2,000.00	10	2,000.00
46	MARKER, Highlighter, fluorescent, yell w	piece	35.00	120	4,224.00	30	1,056.00	30	1,056.00	30	1,056.00
47	MARKER, Highlighter, fluorescent, pink	piece	35.00	120	4,224.00	30	1,056.00	30	1,056.00	30	1,056.00
48	MARKER, Highlighter, fluorescent, green	piece	35.00	120	4,224.00	30	1,056.00	30	1,056.00	30	1,056.00
49	MARKING PEN, for whiteboard, (blue)	piece	47.00	120	5,700.00	30	1,425.00	30	1,425.00	30	1,425.00
50	MARKING PEN, for whiteboard, (black)	piece	47.00	120	5,700.00	30	1,425.00	30	1,425.00	30	1,425.00
51	PENTEL PEN, Refillable (Broad & Fine) black	piece	55.00	120	6,600.00	30	1,650.00	30	1,650.00	30	1,650.00
52	PENTEL PEN, Refillable (Broad & Fine) blue	piece	55.00	20	660.00	3	165.00	3	165.00	3	165.00
53	PENTEL PEN INK (Blue & Black)	piece	39.00	20	553.00	3	197.50	3	118.50	3	118.50
54	PENCIL, w/ eraser, wood (Ordinary)	piece	12.00	60	720.00	30	360.00	10	120.00	10	120.00
55	CONSTRUCTION PAPER, Assorted Color	pack	15.00	40	600.00	10	150.00	10	150.00	10	150.00
56	Rubber Bond (Stationery No. 18), 225 grams	box	170.00	4	680.00	1	170.00	1	170.00	1	170.00
57	PHOTO Paper (200gsm) (20pc/pck)	pack	153.00	150	22,950.00	100	15,300.00	10	1,530.00	30	4,590.00
58	STAMP PAD, felt pad	piece	126.00	10	1,260.00	2	253.00	3	379.50	2	253.00
59	STAMP PAD INK, Purple, 30 ml	blt	60.00	20	1,200.00	5	300.00	5	300.00	5	300.00
60	RULER, 12 inches	piece	27.00	30	825.00	15	412.50	5	137.50	5	137.50
61	CUTTER, heavy duty	piece	210.00	20	4,200.00	10	2,100.00	3	630.00	5	1,050.00
62	PUNCHER, heavy duty	piece	764.00	20	15,280.00	5	3,822.50	5	3,822.50	5	3,822.50
63	SCISSORS, any size	pair	109.00	20	2,180.00	10	1,090.00	5	545.00	5	545.00
64	SHARPENER	piece	180.00	4	720.00	2	360.00	2	360.00	2	360.00
65	STAPLER, heavy duty, standard with remover #35	piece	327.00	40	13,100.00	15	4,912.50	10	3,275.00	10	3,275.00
66	STAPLE WIRE, No. 35	box	46.00	120	5,544.00	30	1,386.00	30	1,386.00	30	1,386.00
67	WASTE BASKET, plastic	piece	155.00	14	2,170.00	3	465.00	3	465.00	3	465.00
68	TAPE DISPENSER, heavy duty, for 24mm(1")	piece	122.50	5	612.50	2	245.00	2	245.00	1	122.50
75	Crayon (Primary Color)	piece	35.00	40	1,400.00	10	350.00	10	350.00	10	350.00
76	Plastic Ring Binder (A4)	box	300.00	50	15,000.00	20	6,000.00	10	3,000.00	10	3,000.00
TOTAL EVERY OTHER					432,777.50		243,177.50		245,857.00		132,017.50
PROGRAM TOTAL AMOUNT:					1,133,629.50						

ITEMIZED LIST OF GOODS

PPMF, FY 2024

Office Unit: CONSTRUCTION SECTION

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

Category / Nature and Description / Specification	UNIT	PRICE	QTY	TOTAL		DISTRIBUTION BY QUARTERS							
				AMOUNT	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	AMOUNT	QTY	AMOUNT	QTY	AMOUNT
GOODS													
COMMON OFFICE SUPPLIES/GOODS													
1 BALL POINT PEN (black)	dzn	200.00	80	16,000.00	40	8,000.00	40	8,000.00	40	8,000.00	40	8,000.00	40
2 SIGN PEN, 0.7 (black)	box	450.00	80	36,000.00	40	18,000.00	40	18,000.00	40	18,000.00	40	18,000.00	40
3 Sign Pen, c4 (black)	dzn	750.00	25	18,750.00	15	11,250.00	10	3,750.00	5	3,750.00	5	3,750.00	5
4 Sign Pen, c3 (black)	dzn	1,080.00	20	21,600.00	10	10,800.00	10	10,800.00	10	10,800.00	10	10,800.00	10
5 CARBON FILM, polystyrene, 216mm x 330mm	box	693.00	2	1,386.00	1	693.00	1	693.00	1	693.00	1	693.00	1
6 CARTOLINA, assorted color	piece	9.00	10	90.00	5	45.00	5	45.00	5	45.00	5	45.00	5
7 CLEAR SHEET PROTECTOR, A4 size, 11 Holes (303A)	pack	39.50	100	3,950.00	25	997.50	25	997.50	25	997.50	25	997.50	25
8 CORRECTION PEN, disposable	piece	89.00	100	8,900.00	25	2,225.00	25	2,225.00	25	2,225.00	25	2,225.00	25
9 CORRECTION TAFE, disposable	piece	49.00	100	4,950.00	25	1,237.50	25	1,237.50	25	1,237.50	25	1,237.50	25
10 DOUBLE CLIP / BINDER CLIP, 1 inch	piece	7.00	50	350.00	25	175.00	25	175.00	25	175.00	25	175.00	25
11 DOUBLE CLIP / BINDER CLIP, 2 inch	piece	10.00	50	500.00	25	250.00	25	250.00	25	250.00	25	250.00	25
12 ENVELOPE, (Long)	piece	2.00	200	540.00	50	135.00	50	135.00	50	135.00	50	135.00	50
13 ENVELOPE, (short)	piece	1.65	100	165.00	25	41.25	25	41.25	25	41.25	25	41.25	25
14 PLASTIC ENVELOPE, (Long)	piece	90.00	120	10,800.00	30	2,700.00	30	2,700.00	30	2,700.00	30	2,700.00	30
15 ENVELOPE, expanding, legal size	piece	15.00	100	1,500.00	25	375.00	25	375.00	25	375.00	25	375.00	25
16 ENVELOPE, mailing, white, 500s/box (Long)	box	258.50	16	4,136.00	5	1,292.50	5	1,292.50	5	1,292.50	5	1,292.50	5
17 ERASER, rubber	piece	42.00	130	5,577.00	30	1,287.00	25	1,072.50	50	2,145.00	25	1,072.50	25
18 FOLDER, Expander with out Metal Edges (Long)	piece	32.00	200	6,400.00	50	1,600.00	50	1,600.00	50	1,600.00	50	1,600.00	50
19 FOLDER, Ordinary (Long)	piece	9.00	1,000	9,000.00	500	4,500.00	200	1,800.00	100	900.00	100	900.00	100
20 FOLDER, Ordinary (Short)	piece	3.00	100	310.00	25	77.50	25	77.50	25	77.50	25	77.50	25
21 BLUE, all purpose	bar	35.00	30	1,050.00	15	525.00	5	175.00	5	175.00	5	175.00	5
22 Pencil, mechanical, for 0.50mm lead	piece	150.00	50	7,500.00	25	3,750.00	10	1,500.00	10	1,500.00	5	750.00	5
23 LEAD, for mechanical pencil 0.5mm, 12 pcs/tube	tube	48.95	100	4,895.00	25	1,223.75	25	1,223.75	25	1,223.75	25	1,223.75	25
24 OFFICE PASTE	cup	38.50	20	770.00	10	385.00	2	77.00	5	192.50	3	115.50	3
25 PAPER CLIP, Vinyl Coated, 33mm, 100 pcs	box	20.00	40	800.00	20	400.00	5	100.00	10	200.00	5	100.00	5
26 PAPER CLIP, Vinyl Coated, 50mm, 100 pcs	box	40.00	45	1,800.00	20	800.00	10	400.00	5	200.00	10	400.00	10
27 PAPER FASTENER, 50 sets/box	box	55.00	100	5,500.00	30	1,650.00	25	1,375.00	25	1,375.00	20	1,100.00	20
28 PPC PAPER, bond, 11 x 17", subs. 20, A3	ream	750.00	300	225,000.00	150	112,500.00	50	37,500.00	50	37,500.00	50	37,500.00	50
29 PPC PAPER, bond, 8 1/2 x 11 1/2", Subs. 20, A4	ream	240.00	600	144,000.00	300	72,000.00	100	24,000.00	100	24,000.00	100	24,000.00	100
30 PPC PAPER, bond, 8 1/2 x 11", Subs. 20, Short	ream	225.00	150	33,750.00	75	16,875.00	50	11,250.00	40	9,000.00	30	7,500.00	30
31 PPC PAPER, bond, 8 1/2 x 13", subs. 20, Long	ream	250.00	150	37,500.00	75	18,750.00	30	7,500.00	40	10,000.00	30	7,500.00	30
32 A2 Matte Film (Mylar Paper) 420x594mm 100 microns	roll	6,500.00	40	260,000.00	10	65,000.00	10	65,000.00	10	65,000.00	10	65,000.00	10
33 RECORD BOOK, 300 pages, Hardbound (t/g), stock #85	piece	410.00	120	49,200.00	30	12,300.00	30	12,300.00	30	12,300.00	30	12,300.00	30
34 RECORD BOOK, 300 pages, Hardbound (small)	piece	210.00	120	25,200.00	30	6,300.00	30	6,300.00	30	6,300.00	30	6,300.00	30
35 RECORD BOOK, 500 pages, Hardbound (t/g) stock #85	piece	550.00	80	44,000.00	20	11,000.00	20	11,000.00	20	11,000.00	20	11,000.00	20
36 Engineer's Field Book	piece	120.00	80	9,600.00	40	4,800.00	10	2,400.00	10	2,400.00	10	2,400.00	10
37 Self Adhesive Note Pad (Sticky Note)	pack	50.00	40	2,000.00	10	500.00	10	500.00	10	500.00	10	500.00	10
38 Sticker Paper (A4 size)	pack	60.00	24	1,440.00	5	360.00	6	360.00	6	360.00	6	360.00	6