



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
AGUSAN DEL SUR 1st DISTRICT ENGINEERING OFFICE
Patin-ay, Prosperidad, Agusan del Sur, Region XIII



Name of Procuring Entity	DPWH - DEO1 Agusan del Sur	Request for Quotation (P.R. No.):	25-04-0022
Revised on:		Date:	April 10, 2025
Standard Form/Title	REQUEST FOR QUOTATION	Office/End-User:	DPWH-ADS1
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 duly signed by your representative not later than 2:00 pm of April 23, 2025 in the return envelope attached herewith, to the Procurement Unit DPWH DEO-1, Patin-ay, Prosperidad, Agusan del Sur.

TERMS and CONDITION:

- All entries must be typewritten or legibly written.
- Delivery period within 20 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.
- 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.
- Price validity shall be for a period of sixty (60) calendar days.
- G-EPIS Registration Certificate, Mayor's Permit, DTI, BIR Certificate,

IFPS, Income Tax /Business Returns, shall be attached upon submission of the quotation/Omnibus Sworn statement

- Bidders shall submit original brochures showing certifications of the product.
- Please indicate the brand for each item being offered.
- The approved budget ceiling for this procurement is **Php962,870.00**
- A warranty security in the form of retention money on special bank guarantee is required for manufactured goods/supplies:

ITEM No	STOCK No.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1	OSC-017	Battery, AA (4pcs./pack), alkaline	3	pack		
2	OSC-018	Battery, AAA (4pcs./pack), alkaline	6	pack		
3	OSC-439	Ballpen Black,	14	box		
4	OSC-440	Ballpen Blue,	11	box		
5	OSC-663	Ballpen GL-165 I-Gel (HBW)	1	box		
6	OSC-614	Binder Screw 2"	4	pcs.		
7	OSC-615	Binder Screw 2 1/2"	4	pcs.		
8	OSC-630	Binder Screw 4"	4	pcs.		
9	OSC-239	Bookpaper, A4 80gsm	768	reams		
10	OSC-240	Bookpaper, Folio subs. 20	146	reams		
11	OSC-242	Bookpaper, A3	90	reams		
12	OSC-510	Brown Envelope, A4	12	pcs.		
13	OSC-036	Calculator (MX-12B)	16	pcs.		
14	OSC-664	Circle Template	1	pc		
15	OSC-048	Chalk	1	box		
16	OSC-054	Clear Book Refill (Thick) long JC305B -10/pcs./pack-seaguit	55	pack		
17	OSC-444	Clip Backfold 19mm	34	box		
18	OSC-445	Clip Backfold 25mm	37	box		
19	OSC-446	Clip Backfold 32mm	40	box		
20	OSC-447	Clip Backfold 50mm	37	box		
21	OSC-068	Correction Tape	186	pcs.		
22	OSC-097	Correction Pen	3	box		
23	OSC-105	Data File Box, double with cover 8"	105	pcs.		
24	OSC-107	Data File Folder w/ Finger Ring Legal	290	pcs.		
25	OSC-141	Envelope, Long, Brown, Expanded	358	pcs.		
26	ES-021	Extension with Voltage Surge Protector (5m)	2	pcs.		
27	OSC-137	Field Book	30	pcs.		
28	OSC-655	File Organizer (Heavy Duty, Legal Size, 4 layers)	8	pcs.		
29	ICT-010	Flash Drive 32GB	2	pcs.		
30	ICT-064	Flash Drive 64GB	11	pcs.		
31	OSC-145	Folder Expanded , long (green)	44	pcs.		
32	OSC-155	Folder White Long	115	ream		
33	OSC-454	Folder Brown Long	30	ream		
34	OSC-158	Folder, plastic, long	25	pcs.		
35	OSC-145	Expanded Folder, brown, long	75	pcs.		
36	OSC-170	Glue (big)	18	bottle		

Brand and Model _____

Delivery Period _____

Warranty: _____

Price Validity: _____

After having carefully read and acceptance your General Conditions, I / We quote you on the items 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

Tel. No. 83215 Telefax: 343-7091

Printed Name/Signature/Date _____

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



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EVANGELINA P. GONZAGA
Chief, Construction Section
BAC Chairperson



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EVANGELINA P. BONZAGA
Chief, Construction Section
BAC Chairperson

ITEM No	STOCK No.	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
71	OSC-295	Rubber Eraser	31	pcs.		
72	OSC-293	Rubber Band, Big	2	box		
73	OSC-650	Rubberized Stamp (Certified True Copy)	1	pc		
74	OSC-296	Ruler (45cm)	3	pcs.		
75	OSC-037	Scientific Calculator (FX-911ES Plus)	1	pcs.		
76	OSC-300	Scissors,big, heavy duty	19	pcs.		
77	OSC-450	Sign Pen, Black 0.5mm	29	box		
78	OSC-450	Sign Pen Blue 0.5mm	27	box		
79	OSC-314	Sign Pen, Green 0.5mm	3	box		
80	OSC-514	Sign Pen, Refill Black 0.5mm	15	box		
81	OSC-514	Sign Pen, Refill Blue 0.5mm	14	box		
82	OSC-317	Sign Pen, Refill Green 0.5mm	5	box		
83	OSC-469	Sign Pen, Black 0.7mm	37	box		
84	OSC-469	Sign Pen, Blue 0.7mm	16	box		
85	OSC-307B	Sign Pen , G-tech, blue, .3	3	box		
86	OSC-307A	Sign Pen, G-tech, black .3	2	box		
87	OSC-311B	Sign Pen Refill , G-tech, blue, .3	4	box		
88	OSC-311A	Sign Pen Refill, G-tech, black .3	1	box		
89	OSC-307D	Sign Pen , G-tech, blue, .4	2	box		
90	OSC-307C	Sign Pen, G-tech, black .4	2	box		
91	OSC-320	Stamp Pad, big	2	pc.		
92	ICT-061	SSD External Storage Drive, 1TB	1	pcs.		
93	OSC-321	Stamp Pad Ink Black 50mL.	2	bottle		
94	OSC-321A	Stamp Pad Ink Blue 50mL.	2	bottle		
95	OSC-457	Stamp Pad Ink Violet 500mL.	4	bottle		
96	OSC-565	Stamp Pad Ink, green 50mL.	2	bottle		
97	OSC-668	Stamp Pad (PAID w/date)	2	pc.		
98	OSC-326	Stapler w/remover, heavy duty	34	pcs.		
99	OSC-323	Staple Wire Bronze	49	box		
100	OSC-651	Staple Wire HD 3LS 10mm (121FA-H)	10	pc.		
101	OSC-019	Steel File Rack, 2 Beam Metal Shelf with Laminated Shelves, 5 Layer, (Height - 1.85m, Length - 1.2m, Width - 0.48)	5	pcs.		
102	OSC-521	Sticky Notes 4.4x2.5cm	20	pad		
103	OSC-458	Sticky Notes (Post It) (3"x4")	30	pad		
104	OSC-458	Sticky Notes (Post It) (3"x3")	94	pad		
105	OSC-456	Sticky Notes (Sign Here)	30	pad		
106	OSC-518	Sticky Notes 2"x3"	20	pad		
107	OSC-487	Tape, Double Sided, Small (Thick)	31	rolls		
108	OSC-335	Tape, Double Sided, Small (Thin)	2	rolls		
109	OSC-484	Tape, Double Sided, big, 2 Inches	7	rolls		
110	OSC-132	Tape, Duct 2" 3m (color gray)	21	pcs.		
111	OSC-441	Tape Masking 24mm, 50meters Length	20	rolls		
112	OSC-442	Tape Masking 48mm, 50meters Length	21	rolls		
113	OSC-339	Tape, Packaging 48mm	8	pcs.		
114	OSC-341	Tape, Transparent 1/2 inch	5	pcs.		
115	OSC-340	Tape, Transparent 1 inch	28	pcs.		
116	OSC-342	Tape, transparent, 2 inch	14	pcs.		
117	OSC-343	Tape, transparent, 3 inch	5	pcs.		
118	OSC-345	Technical Pen (Staedtler) .1	1	pc.		
119	OSC-346	Technical Pen (Staedtler) .2	1	pc.		
120	OSC-347	Technical Pen (Staedtler) .3	1	pc.		
121	OSC-348	Technical Pen (Staedtler) .5	1	pc.		
122	OSC-668	Technical Pen .6	1	pc.		
123	OSC-471	Technical Pen .8	1	pc.		
124	OSC-669	Triangular Scale	1	pc.		
125	OSC-659	Twine Rope	5	pcs.		
126	OSC-100	Cutter Knife	5	pc.		
127	OSC-399	White Board, Stationary (25cmx35cm)	1	pc.		
		x-x-x-x-x-x				

Brand and Model		Warranty:	
Delivery Period		Price Validity:	
After having carefully read and acceptance your General Conditions, I / We quote you on the items 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 DPW			
Tel. No. 83215	Telefax: 343-7091	Printed Name/Signature/Date	
Page 3 of 3		Tel No./Cellphone No./E-mail Address	