



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**SORSOGON 2<sup>ND</sup> DISTRICT ENGINEERING OFFICE**  
Regional Office No. V  
Payawin, Gubat, Sorsogon



Name of Procuring Entity	:	Request for Quotation (P.R. No.) : 2024-07-111
Revised on	:	Date: July 22, 2024
Standard Form/Title	:	ABC: <b>₱81,589.76</b>
Mode of Procurement	:	Office/End-User: OFFICE OF THE DISTRICT ENGINEER
COMPANY NAME	:	Philgeps No.:
ADDRESS	:	TCC No. :
TEL / FAX NUMBER	:	TIN :

Please submit your quotation for the item(s) listed below, which may be submitted in person at the Procurement Unit Office, Payawin, Gubat, Sorsogon or thru registered mail or email not later than **10:00 A.M. of 30 JUL 2024**.  
Quotation may be submitted open or sealed and should be duly signed by the firm's owner or authorized representative subject to the terms and conditions, hereof.

**TERMS and CONDITIONS :**

- 1.0 All entries must be typewritten or legibly written.
- 2.0 Delivery period within 20 CD upon receipt of the approved funded Purchased Order (P.O.)  
Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
- 3.0 Warranty shall be for minimum of three(3) months for Expendable Supplies & one year for for Non-Expendable Supplies and three (3) years for IT Equipment reckoned from date of acceptance by the end-user.
- 4.0 Price validity shall be for a period of sixty (60) calendar days.
- 5.0 PhilGEPS/ Registration Certificate / Mayor's Permit / Omnibus Sworn Statement shall be attached upon submission of the quotation. DTI or SEC and latest Tax Clearance shall be submitted before the award of the Purchase Order (P.O.).
- 6.0 Bidders must quote for all the items. Any erasure, correction or alteration made by the bidders in any of the items shall render the bid non-complying, hence a ground for disqualification.
- 7.0 The DPWH reserves the right to accept or reject any bids, to annul the bidding process and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder.

  
**DAVE KLINT B. ALMILLA**  
BAC Chairman  
Chief, Construction Section

Item No.	Items and Description	Qty	Unit	Unit Price	Total Price
1.0	DOBK2245 :PCU IM C2000-2500, (Copier Gestetner IM C-2500)	4	pcs		
	x x x x				
	Purpose: For Gestetner Copier IM C-2500				
	<b>TOTAL AMOUNT(Php)</b>				
	<b>Please specify total amount in words (Php)</b>				

Please specify Brand Name and Model : \_\_\_\_\_  
Delivery Period : \_\_\_\_\_  
Warranty : \_\_\_\_\_  
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.

Tel.No./Mobile No. : 0967-446-1861  
email: enesio.glenn@dpwh.gov.ph

Printed Name / Signature / Date

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