

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
DAVAO DEL NORTE

DISTRICT ENGINEERING OFFICE

Km. 48 Canocotan, Tagum City, Davao del Norte Region XI

Name of Procuring Entity		Request for Quotation (P.R. No.): 2024-10-0104		PR NO.: 2024-09-0434	
Revised on :		Date: October 3, 2024		Date: September 30, 2024	
Standard Form/Title		REQUEST FOR QUOTATION		Office/End-User : Administrative Section	
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 personally (submission through E-mail and courier is not recognized) duly signed by your representative not later than 10:00 AM of October 8, 2024 in the return envelope attached herewith, to the BAC Secretariat for Goods, DPWH - Davao del Norte District Engineering Office, Tagum City.					
TERMS and CONDITIONS: 1. All entries must be typewritten or legibly written on the prescribed Request for Quotation form. 2. Delivery period within 30 calendar days upon receipt of the approved funded Purchase Order (P.O.). Administrative penalties pursuant to Sec. 60 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 for Equipment; 3 years IT Equipment from date of acceptance by the end-user. 4. Price Validity shall be for a period of sixty (60) calendar days. 5. Phil-GEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation. 6. Tax Clearance Certificate 7. Omnibus Sworn Statement 8. Affidavit of Sole Proprietorship if Sole Proprietor/Notarized Secretary's Certificate if Corporation, Partnership and Joint Venture. 9. Bidders shall submit original brochures showing certifications of the product. 10. Please indicate the brand for each item being offered. 11. The approved budget ceiling for this procurement is P 999,634.28					
Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	OFFICE EQUIPMENT CONSUMABLES				
1	Ink Refill, Epson 003 Black	35	btl.		
2	Ink Refill, Epson 003 Cyan	12	btl.		
3	Ink Refill, Epson 003 Magenta	12	btl.		
4	Ink Refill, Epson 003 Yellow	12	btl.		
5	Ink Refill, Epson T05A4 Black	10	bag		
6	Ink Refill, Epson T05A1 Cyan	3	bag		
7	Ink Refill, Epson T05A1 Magenta	2	bag		
8	Ink Refill, Epson T05A1 Yellow	2	bag		
9	Toner TN328K, Develop Ineo+250i	4	cart.		
10	Toner TN328C, Develop Ineo+250i	3	cart.		
11	Toner TN328M, Develop Ineo+250i	3	cart.		
12	Toner TN328Y, Develop Ineo+250i	3	cart.		
13	Toner TNP79K, Black	5	cart.		
14	Toner TNP79C, Cyan	2	cart.		
15	Toner TNP79Y, Yellow	2	cart.		
16	DR 313K, Develop Ineo+258	3	drum		
17	DR 313C, Develop Ineo+258	3	cart.		
18	DR 313M, Develop Ineo+258	3	cart.		
19	DR 313Y, Develop Ineo+258	3	cart.		
	*****/		TOTAL		
	Total amount: (Please specify total amount in words.)				
Supply and Delivery of Office Equipment Consumables for use in the office of the District Engineer (Administrative, Finance, Construction, Maintenance, Planning & Design and Quality Assurance Sections)					
The awarding for this RFQ will be on lump-sum basis. Prospective Suppliers must quote for all of the items. Otherwise they will be subjected for disqualification.					
Brand and Model :					
Delivery Period :					
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.					
Printed Name / Signature / Date					
Tel. No. / Cellphone No. / E-mail Address					