



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
CENTRAL OFFICE  
Manila



Name of Procuring Entity :	Request for Quotation (P.R. No.):	C-7000-0178-24
Revised on:	Date: May 07, 2024	ABC: Php149,900.00

Standard Form/Title: **REQUEST FOR QUOTATION**

Office/End-User: **ODR-NCDA**

Mode of Procurement: **Shopping (b)**

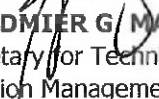
COMPANY NAME :	PHILGEPS No.:
ADDRESS :	TCC No.:
TEL./FAX NUMBER :	TIN:

Please submit your quotation for the item(s) listed below, which may be submitted in person at Room 503, Bidding Room, Procurement Service, 5th Floor, DPWH Bldg., Bonifacio Drive, Port Area, Manila, or thru registered mail, facsimile or E-mail, not later than 9:00 A.M. of May 15, 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. All entries must be typewritten or legibly written.
2. Delivery period within **15 working 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 From the date of acceptance by the End-user.
4. Price validity shall be for a period of sixty (60) calendar days.
5. PhilGEPS Registration Number and Mayor's Permit shall be attached upon submission of the quotation. DTI /SEC and Latest Tax Clearance shall be submitted before the award of Purchase Order (P.O.).
6. Bidders must quote for all of the items and shall submit a proposal on each items and evaluation and award of contract will be undertaken on a lump sum basis.
7. 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.
8. The DPWH reserves the right to accept or reject any bid, 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.

  
**MEDMIER G. MALIG**  
Assistant Secretary for Technical Services and  
Information Management Service  
Chairperson, BAC for Goods

Item No.	ITEMS and DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	<b>Training Materials</b>				
1	Notebook Stenographer 60 leaves	228	pcs		
2	Speciality Paper A4, 250gsm, pale cream. 20pcs per pack	25	pack		
3	Certificate Holder (Plastic) A4 size	228	pcs		
4	Tote Bag with Print and Zipper (Please see attached picture)	228	pcs		
5	Ballpoint Pen (Black) Gel Type, 12pcs per box	25	box		
6	USB Flash Drive, 64gb	10	pcs		
	Please specify brand name, if applicable				
	<b>TOTAL AMOUNT (Php)</b>				
	<b>Please specify total amount in words (Php)</b>				

Please specify brand names & model, if applicable.

• Brand Name & 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.**

Tel. Nos. 5304-3188/5304-3530/5304/3108

Email Address: alibin.mikko\_paulo@dpwh.gov.ph

\_\_\_\_\_  
*Signature Over Printed Name/Date*

\_\_\_\_\_  
*Tel. no./Cellphone No./E-mail Address*

12.1.3 CLD/MPOA

*mon 18*

Website: <https://www.dpwh.gov.ph>

Tel. No(s): 5304-3000 / (02) 165-02

