

## DISTRICT ENGINEERING OFFICE

Name of Procuring Entity :	Request for Quotation (P.R. No.): 2024-05-0034	PR NO: 2024-05-0203
Revised on :	Date: May 30, 2024	Date: May 27, 2024

Standard Form/Title	<b>REQUEST FOR QUOTATION</b>	Office/End-User : Administrative Section
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**TIN:**

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.).
3. Administrative penalties pursuant to Sec. 69 of the Revised (RR-RA 9184 shall be imposed for non-delivery without valid reason.
4. 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.
5. Price Validity shall be for a period of sixty (60) calendar days.
6. PHN-GEPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the quotation.
7. Tax Clearance Certificate
8. Omnibus Sworn Statement
9. Affidavit of Sole Proprietorship if Sole Proprietor/Notarized Secretary's Certificate if Corporation, Partnership and Joint Venture.
10. Bidders shall submit original brochures showing certifications of the product.
11. Please indicate the brand for each item being offered.
12. The approved budget ceiling for this procurement is **₱ 499,968.22**

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.

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