

Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
Regional Welfare Office No. II
Tuguegarao City

RQ No. RQ25-05-268

May 14, 2025

REQUEST FOR QUOTATION

Please include supplier official stamp here

SIR/MADAM:

Please quote your lowest price for the following items enumerated below, taking into consideration the following:

TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is Php181,290.00
2. Price Quotation should be inclusive of the 5% Final VAT and expanded withholding tax (EWT) of 1%.
3. Price Quotation shall be valid within thirty (30) calendar days from the deadline of submission of RFQ.
4. Delivery is at **OWWA-RWO2, #13 Dalan Na Pavvurulun, Regional Government Center, Carig Sur, Tuguegarao**
5. If awarded the contract, processing and payment shall be made after complete delivery of services/supplies and final
6. Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised
7. The procuring entity may terminate the contract upon prior notice, in whole or in part, at anytime for unsatisfactory

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
		RWO2 Janitorial and Office Supplies		
24	bottle	Air Freshner spray, 300ml		
10	piece	Alcohol, 70% solution, Ethyl, 500ml		
10	packet	Battery, AA, dry cell		
370	reams	Bondpaper, A4 size, 80gsm		
75	reams	Bondpaper Legal size, 8.5inches x 13inches, 80gsm		
20	can	Disinfectant spray, aerosol type, 400-550grams		
50	piece	Envelop, expanded, kraft, legal size		
24	can	Furniture Cleaner, 400ml		
50	roll	Trash bag, big 8x10, Trashbag Plastic 10piece per roll		
20	can	Insecticide, AEROSOL TYPE, NET CONTENT: 600 ML MIN		
52	pad	Sticky Notes Pad, (3x4) assorted colors		
30	rolls	Tape, transparent, 24mm width		
400	rolls	Tissue, toilet paper, 3ply		
150	piece	Correction Tape, 8M		
6	CART	Toner, Laserjet, cartidge, HP(original) No. 85A		
10	piece	Record book, 300 pages		
24	piece	Sign pen, black, liquid gel, 0.5mm		
200	piece	Folder, with TAB, ordinary, legal		
2	gallon	Dishwashing liquid, gallon		
10	book	Record book, 500 pages		
5	gallon	Alcohol, ethyl 68-70% gallon		
3	gallon	Multi purpose bleach, gallon		
23	reams	Bondpaper colored, legal, pink		
50	roll	Trashbag, plastic, black, 22"x24" (medium), 25pcs/roll		
24	piece	Sign pen, green, liquid gel, 0.5mm		
		TOTAL:		

Date

VIRSIE B. TAMAYAO
Regional Director

**I have read and understood the Terms & Conditions stated above.
By signing this quote, I hereby agree and bind myself to the Terms & Conditions.**

Signature Over Printed Name: _____
Position in Firm : _____
Business Complete Address : _____
Telephone/Mobile No. : _____
Email Address : _____
TIN No. : _____

☐ VAT ☐ NON-VAT ☐ Gov't/Coop/_____

ALMA D. CHAVENTE
Supply Officer

Canvasser