Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office XIII
Capitol Site, Butuan City
Tel. No: (085) 342-4092 Telefax No.: (085) 341-2114

REQUEST FOR QUOTATION

Date: _____
Quotation #: _____

_____
Name of Company

_____
Address

_____
TIN No.

Please quote your lowest price inclusive of taxes in the items listed, subject to the General Conditions below, stating the shortest time of delivery. Submit your qoutation duly signed by your representative not later than _____ in sealed envelope marked with the reference no. (PR# 23-06-RES209

JOHNNY M. CONCON
Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Semi-expendable				
	Laptop	3	unit		
	Minimum Specification				
	Display: at least 14 inch				
	Processor: at least 4 core, 4.20 GHz turbo frequency, 6 MB cache				
	Memory: at least 8GB DDR4				
	Storage: at least 512 GB NVMe SSD				
	Operating system: Windows 11				

ABC: 102,000.00
Source of fund: Rice R&D

Note:
1. *All entries must be typewritten/printed in ink.*
2. *Delivery period within_____ calendar days.*
3. *Warranty shall be for a period of six (6) months for supplies & materials, one (1) year for equipment from date of acceptance by procuring sentity.*
4. *Price validity shall be for a period of_____ calendar days*
5. *PhilGEPS Registration Certificate shall be attached upon submission of the quotation if applicable.*
6. *Bidders shall submit original brochures showing certification of the products being offered.*
7. *Winning bidder(s) from outside Butuan City must appear personally or sent authorized representative to sign contract and claim payments.*

After having carefully read and accepted your General Conditions, I/We quote on the item at prices noted above.

_____
Printed Name/Signature of Company

_____
Name and Signature of Canvasser

_____
Tel. No. / CP No. / email address

_____
Date