



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/s listed, subject to the General Conditions below, stating the shortest time of delivery. Submit your quotation duly signed by your representative not later than 3 days upon receipt in sealed envelope marked with the reference no. (PR # ~~23-06-7AD 204~~)

**JOHNNY M. CONCON**

Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QTY	UNIT COST	
	<b>Catering and Billeting Services for the Conduct of Mid-year Review and Assessment of DA-Caraga Field Operations Division</b>				
	<b>DATE: July 26-28, 2023</b>				
	<b>VENUE: Cagdianao, Dinagat Islands</b>				
	<b>Day 1</b>				
	<i>Breakfast:</i> Rice, Sunny side up Egg, Tocino, Chopsuey, Fresh Fruits, Coffee	pax	46		
	<i>AM Snacks:</i> Burger with cheese, Fruit Juice	pax	46		
	<i>Lunch:</i> Rice, Fried Chicken, Tinulang Isda, Pinakbet, Fresh Fruits, Bottled Drinks	pax	46		
	<i>PM Snacks:</i> Moist Chocolate Cake, Fruit Juice	pax	46		
	<i>Dinner:</i> Rice, Buttered Shrimp, Sinuglaw, Fresh Fruits, Bottled Drinks	pax	46		
	<i>Billeting:</i>	pax	46		
	<b>Day 2</b>				
	<i>Breakfast:</i> Fried Rice, Pritong Isda, Dried Fish, Ampalaya with Egg, Fresh Fruits, Coffee	pax	46		
	<i>AM Snacks:</i> Cassava Cake and Fruit Juice	pax	46		
	<i>Lunch:</i> Rice, Fish Scabeche, Beef Steak, Vegetable Salad, Fresh Fruit, Bottled Drinks	pax	46		
	<i>PM Snacks:</i> Siopao and Fruit Juice	pax	46		
	<i>Dinner:</i> Rice, Fish Kinilaw, Fried Pork Steak, Tinulang Manok (Native Chicken), Fresh Fruits, Fruit Juice	pax	46		
	<i>Billeting:</i>	pax	46		
	<b>Day 3</b>				
	<i>Breakfast:</i> Rice, Scrambled Eggs, Longanisa, Dried Fish, Fresh Fruits, Coffee	pax	46		
	<b>Terms and Conditions:</b>				
	*Free flowing water and coffee				

ABC: **174,110.00**

Source of fund: Corn, Livestock, HVCDP, NUPAP, 4K's, SAAD

General Conditions:

- All entries must be typewritten/printed in ink.
- Delivery period within \_\_\_\_\_ calendar days based on the contract.
- Warranty shall be for a period of six (6) months for supplies & materials, one (1) year for equipment from date of acceptance by procuring entity.
- Price validity shall be for a period of \_\_\_\_\_ calendar days
- PhilGEPS Registration Certificate, Business Permit, DTI Certificate and Tax Registration Certificate shall be attached upon submission of the quotation, if applicable.
- Bidders shall submit original brochures showing specification of the products being offered.
- Winning bidder(s) from outside Butuan City must appear personally or sent authorized representative to signed contract and claimed payments.

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

Signature over Printed Name of Convasser

Tel. No. / CP No. / email address

Date