



**Department of Agriculture**  
**Caraga Region**  
 Capitol Site, Butuan City  
 Tel. No: (085) 342-4092 Telefax No.: (085) 341-2114

### REQUEST FOR QUOTATION

Date: \_\_\_\_\_  
 Quotation #: \_\_\_\_\_

\_\_\_\_\_  
 Name of Company

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 TIN

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-ORD-053)

  
**JOHNNY M. CONCON**  
 Chairperson, Bids and Awards Committee

ITEM NO.	ITEM & DESCRIPTION	BRAND	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Customized Water Bottle (standard mouth, 36 hrs hot, 24 hrs cold with handle, 500 ml)		pcs	100		
	Customized Umbrella, foldable, automatic		pcs	100		
	Customized Bush Hat		pcs	20		
	Customized Jacket/Windbreaker		pcs	12		
	Customized Dry Bag/Waterproof bag, 5L w/ sling		pcs	12		

ABC: 147,200.00

Source of fund: HVCDP; CORN

**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.

\_\_\_\_\_  
 Name and Signature of Conasser

\_\_\_\_\_  
 Printed Name/Signature of Company

\_\_\_\_\_  
 Tel. No. / CP No. /email address

\_\_\_\_\_  
 Date

# **SAMPLE DRAFT**

**(Subject for Changes)**



*Masaganang Agrikultura, Maunlad na Ekonomiya*

# SAMPLE DRAFT

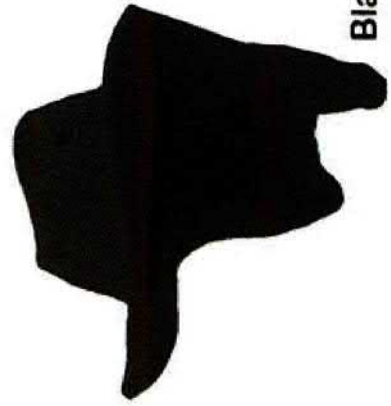
(Subject for Changes)



# SAMPLE DRAFT

(Subject for Changes)

Embroidered Logo  
& slogan



Black Bush hat w/ back flap

# SAMPLE DRAFT

(Subject for Changes)

## WINDBREAKER



EMBROIDERED LOGO



(preferred design)

**REGIONAL AGRICULTURE AND FISHERY  
INFORMATION SECTION**

(embroidered at the back portion - shoulder length)

# SAMPLE DRAFT

(Subject for Changes)

## DRYBAG



*Masaganang Agrikultura, Maunlad na Ekonomiya*