



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
 Regional Field Office 13
 Capitol Site, Butuan City, 8600

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 quotation duly signed by your representative not later than 3 days upon receipt in sealed envelope marked with the reference no. (PR# 23-09-RES 291)

[Signature] 10/17/23
JOHANNY M. CONCON
 Chairman, Bids and Awards Committee

ITEM	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Provision of food & billeting services in the conduct of 4th Quarter Research Division Meeting on December 6-7, 2023 at Cagwait, Surigao del Sur				
	Lot 1- Catering Services				
	Day 1- December 6, 2023				
	Breakfast: Corn Beed, Rice, Boiled egg, Coffee	pax	39		
	AM Snacks: Siopao, Buko Juice	pax	46		
	Lunch: Rice, Sweet & Sour Fish Fillet, Beef Bulalo, Corn Soup, Fruits & Ice Tea	pax	46		
	PM Snacks: Kutsinta/ Sapin2x/ Suman & Hot Choco	pax	46		
	Dinnert: Rice, Chicken Adobo, Fish Tinola, Sliced Fruit Juice	pax	46		
	Day 2- December 7, 2023				
	Breakfast: Rice, Cheese Dog, Ampalaya with Egg, Coffee	pax	39		
	AM Snacks: Ham Sandwich, Juice	pax	46		
	Lunch: Rice, Beef Calderita, Chopsuey, Juice, Mango Tapioca	pax	46		
	PM Snacks: Pancit Canton with Slice Bread, Ice Tea	pax	46		
	Lot 2- Billeting Services				
	Day 1- December 6, 2023				
	Billeting and Convention Hall	pax	46		

ABC: 94,500.00
 Source of fund: ORDA 2023

- 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 entity.
 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 Convasser _____

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

Date _____