



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE

Caraga Region

Capitol Site, Butuan City

Tel. No: (085) 815-2009/ (085)342-4092/Fax No.: (085) 341-2114

Email add: dacaraga@yahoo.com

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 *Philgeps* in sealed envelope marked with the reference no. (PR # 24-03-120065).

*[Signature]*  
**JOHANNY M. CONCON**

Chairman, Bids and Awards Committee

Item No.	ITEM AND DESCRIPTION	Brand/ Model	Unit	Quantity	Unit Cost	Total Cost
1	FILTER PAPER, quantitative filter paper, diameter: 12.5 cm, ash: ±0.007%, 100 pcs/box, <i>no. 42</i>		box	30		
	-XXXXXXXXXXXXXXXXXXXXX-					

ABC: P133,500.00

Source of Fund: OA/RSL

General Conditions:

1. All entries must be typewritten/printed in ink.
2. Delivery period within \_\_\_\_\_ calendar days based on the contract.
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, Business Permit, DTI Certificate and Tax Registration Certificate shall be attached upon submission of the quotation, if applicable.
6. Bidders shall submit original brochures showing specification of the products being offered.
7. 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.

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

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

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

Date \_\_\_\_\_