



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 below, subject to the General Conditions below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 3 days upon receipt in the sealed envelope marked with the reference no. (PR# 24-09-F0D114).

(Handwritten Signature)
JOHNNY M. CONCON
 Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Catering & Billeting Services					
	Date : June 4-6, 2024					
	Venue : Butuan, Agusan del Norte					
	Purpose: TO CONDUCT 9th REGIONAL ORGANIC AGRICULTURE CONGRESS (ROAC) TO MEN AND WOMEN IN ORGANIC AGRICULTURE STAKEHOLDERS IN CARAGA REGION					
	Day 1					
	Breakfast : Rice, Law-oy, Dried Fish, scrambled egg					
	fruits and coffee		pax	76		
	AM Snack: Kakanin and Juice		pax	200		
	Lunch : Rice, Nilagang baboy, Fried Chicken, Chopsuey					
	fruits and Juice		pax	200		
	PM Snack: Empanada, Calamansi Juice		pax	200		
	Dinner: Rice, Cabbage roll, Pancit Guisado, Pinakbit					
	Fruits and Juice		pax	200		
	Accomodation		pax	150		
	Day 2					
	Breakfast: Rice, Scrambled egg, Fried Fish, Law-oy					
	fruits and coffee		pax	150		
	AM Snack: Buko pie and Juice		pax	200		
	Lunch: Rice, Litson Kawali, Fish Tinola, Chopsuey					
	Fruits and Drinks		pax	200		
	PM Snack: Chomporado and Tsokolata		pax	200		
	Dinner: Pork adobo, Chicken Buffalo wings, Cabbage roll					
	Fruits and Watermelon Juice		pax	200		
	Accomodation		pax	150		
	Day 3					
	Breakfast : Rice, Tortang talong, Dried Fish					
	fruits and coffee		pax	80		
	AM Snack: Bibingka and Fruit juice		pax	80		
	Lunch : Rice, Pork sinigang, Kaldereta, Fried Tokwa					
	fruits and drinks		pax	60		
	Note:					
	*Unlimited coffee and water					
					ABC	
					Source of fund: OAP	

647,200.00

- 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.

Printed Name/Signature of Company _____

Name and Signature of Convasser _____

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

Date _____