



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

REQUEST FOR QUOTATION

Date: _____
 Quotation #: _____

Name of Company _____

Address _____

TIR 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 three (3) days upon receipt in sealed enveloped marked with the reference no. (PR # 24-09-PMOIS).

[Signature] 4/27/24
JOHNNY M. CONCON
 Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Provision of food for the conduct of Quarterly Management Committee (MANCOM) Meeting on August 19, & November 11, 2024 at DA Conference Hall Butuan City				
	19-Aug-24				
	AM SNACKS: Royal Bibingka & Hot choco	PAX	30		
	LUNCH: Rice, Lever w/ egg, stir fry mix veg, Fish escabeche, mango float, & canned juice	PAX	30		
	PM SNACKS: Pancit palabok, w/ bread & Locally produce Lemon juice	PAX	30		
	DINNER: Rice, Tinolang native chicken, veg, lumpia, fried fish, mango float & canned juice	PAX	30		
	11-Nov-24				
	AM SNACKS: Tuna sandwich w/ chips & canned juice	PAX	30		
	LUNCH: Rice, beef steak, grilled fish, ginataang monggo, fresh fruits, Locally produced Lemon juice	PAX	30		
	PM SNACKS: Buchi & puto cheese w/ hot choco	PAX	30		
	DINNER: Rice, grilled chicken, veg, bola-bola, pinakbet w/out pork & canned juice, & tapioca	PAX	30		
	Terms & Conditions:				
	*Buffet type of serving *HALAL				
	*unli brewed Coffee & water			ABC:	54,000.00
	*Payment shall be made after the conduct of each Activity			Source of funds	

- 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.

Name of Supplier _____

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

Date _____

Signature over Printed Name of Convasser _____

