



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

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 three (3) days upon receipt in sealed enveloped marked with the reference no. (PR # 24-09-RMO19).

*JOHANN M. CONCON*  
Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Food and Accomodation for the conduct of 2nd Quarter Regional Management Committee (RMC) Meeting on May 22-24,2024 in Siargao Island, Surigao del Norte				
	<b>22-May-24</b>				
	DINNER:Rice,Kinilaw na isda,veg.Lumpia,Garlic shrimp,fruits & Iced Lemon Tea	pax	20		
	BILLETING	pax	20		
	<b>23-May-24</b>				
	BREAKFAST:Rice, dried fish, ampalaya with egg,omellete & Coffee	pax	34		
	AM SNACKS: Pancit w/chicken,& Tanglad juice	pax	51		
	LUNCH: Rice, fried chicken,Tinolang isda,lettuce salad,Buko salad & Calamansi juice		51		
	PM SNACKS: Banana & Camote cue with Iced Lemon Tea	pax	51		
	DINNER:Rice,Sugba fish,adobong pusit,salad na Lato,Fruits & Rosselle juice	pax	51		
	BILLETING	pax	44		
	<b>May 24,2024</b>				
	BREAKFAST:Silog Meals	pax	44		
	Terms & Conditions:				
	1.Unlimited Rice,free flowing coffee,sawsawan(toyo,suka,sili,calamansi				
	2.The server must wear proper gear garments				
	3.Venue,free use of Microphone,projector,sound system,fully Airconditioned w/Internet Connectivity				
	4.Buffer type of serving * HALAL				
	5.Payment shall be made after the conduct of Activity				

ABC: 112,000.00  
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 sently.
- 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.

Signature over Printed Name of Conasser \_\_\_\_\_

Name of Supplier \_\_\_\_\_

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