



## 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. Submit your quotation duly signed by your representative not later than 3 days upon receipt in sealed envelop marked with the reference no. (PR# 24-04-SP174).

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

ITEM No.	ITEM & DESCRIPTION	Unit	Quantity	Unit Cost	Total Cost
1	<b>ADVOCACY POLO SHIRT</b>				
	Purpose: Advocacy shirt during the conduct of Market Related Training for CY 2024 IPs/ICCs targeted				
	Ancestral Domain				
	<b>POLO SHIRT</b>				
	<b>Ladies Fit</b>				
	Extra Small	pcs	10		
	Small	pcs	10		
	Medium	pcs	15		
	Large	pcs	15		
	Extra Large	pcs	5		
	<b>Mens Fit</b>				
	Small	pcs	15		
	Medium	pcs	15		
	Large	pcs	10		
	Extra Large	pcs	5		
	<b>Specification:</b>				
	Color: White and Emerald Green				
	Material: Lacoste, Knitted collar and cuffs				
	Bagong Pilipinas ,DA and 4K LOGO embroidered				
	Pease see attached design for additional specification				
	<b>Delivery Site:</b> DA Caraga				
	<i>Delivery must be one week before the activity</i>				
				P	

ABC: **₱60,000.00**  
Source of fund: **4K**

- 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.

\_\_\_\_\_  
Name and Signature of Convener

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

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

\_\_\_\_\_  
Date

**4K Program Polo Shirt**

**Cloth Type (Lacoste Fabric)**

**Polo Color (White and Emerald Green)**

**Cloth Collar (White with black stripe)**



**DEPARTMENT OF AGRICULTURE (White)**

**Logos (Embroidered)**



**Tribal Pattern (Black and White Pattern)**



**BAGONG PILIPINAS**

**Bagong Pilipinas Logo (Embroidered)**

