



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Caraga Region

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, 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 envelope marked with the reference no. (PR # 24-08-AP1070)

ABEL F. WAGAS

 Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Lot 1					
1	Van rental (with driver & inclusive diesel) during the Conduct of BIMP-EAGA Cluster Meeting in Butuan City on September 10-12, 2024. *Field Visit Tour (round-trip) <i>Butuan City-Agusan del Norte (vice-versa)</i>		unit	4		
	Lot 2					
2	Token (Personalized pen, notebook & tote bag)		pcs.	100		

ABC: 69,000.00
 Source of fund: MOP GAA 2024

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.

 Signature over Printed Name of Authorized Representative

 Signature over Printed Name of Convasser

 Tel. No. / CP No. / email address

 Date