



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 \_\_\_\_\_

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# 24-01- R65005)

*(Signature)*  
**JEFFREY M. COMCON**  
 Chairman, Bids and Awards Committee

| ITEM NO. | ITEM & DESCRIPTION | UNIT  | QUANTITY | UNIT COST | TOTAL COST |
|----------|--------------------|-------|----------|-----------|------------|
|          | DIESEL             | LITER | 405      |           |            |
|          | GASOLINE           | LITER | 405      |           |            |
|          |                    |       |          |           |            |
|          |                    |       |          |           |            |
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|          |                    |       |          |           |            |

Note: Payment will be based upon the withdrawal in staggered basis

ABC 60,507  
 Funds OPPSA-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, DIT 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.

\_\_\_\_\_  
 Name and Signature of Convasser

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

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

\_\_\_\_\_  
 Date