



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 _____ in sealed envelope marked with the reference no. (PR # 24-01-SP051)

JOHNNY M. CONCON
Chairman, Bids and Awards Committee

| ITEM NO. | ITEM & DESCRIPTION | UNIT | QTY | UNIT COST | TOTAL COST |
|----------|--|------|-----|-----------|------------|
| | Procurement of Advocacy materials for AMIA Farmers Field Day | | | | |
| | Lot 1 | | | | |
| | Advocacy polo shirt | pcs | 362 | | |
| | Specifications: | | | | |
| | - Cloth: Cotton | | | | |
| | - Embroidered logo | | | | |
| | Sizes: | | | | |
| | XS- 5 | | | | |
| | S-5 | | | | |
| | M- 168 | | | | |
| | L- 169 | | | | |
| | XL- 15 | | | | |
| | | | | | |
| | | | | | |
| | Lot 2 | | | | |
| | Tote bag | pcs | 319 | | |
| | Specifications: | | | | |
| | - 12 inches (W) x 14 inches (L) | | | | |
| | - White color | | | | |
| | | | | | |
| | | | | | |
| | Delivery site: DA Caraga regional office | | | | |

ABC: 213,940.00
Source of fund: 2024 MCRA Fund

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.

Printed Name/Signature of Company

Name and Signature of Conasser

Tel. No. / CP No. / email address

Date