Republic of the Philippines
**DEPARTMENT OF AGRICULTURE**
**Regional Field Office XIII**
Capitol Site, Butuan City
Tel. No: (085) 342-4092 Telefax No.: (085) 341-2114

# REQUEST FOR QOUTATION

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 and submit your quotation duly signed by your representative not later than 3 days upon receipt in the sealed envelope marked with the reference no. (PR# 24-02-SP095).

2/14
**JOHNNY M. CONCON**
*Chairman, Bids and Awards Committee*

| ITEM No. | ITEM & DESCRIPTION | BRAND MODEL | UNIT | QUANTITY | UNIT COST | TOTAL COST |
|---|---|---|---|---|---|---|
| | **Catering Services** | | | | | |
| | **Date: March 1, 2024** | | | | | |
| | **Venue: Butuan City, Agusan del Norte** | | | | | |
| | **Purpose: To Conduct 2024 National Women's Month Celebration Kick-off activity** | | | | | |
| | | | | | | |
| | | | | | | |
| | **Pack Meals** | | | | | |
| | | | | | | |
| | | | | | | |
| | ***AM Snack** : Kakanin and Juice* | | pax | 400 | | |
| | | | | | | |
| | ***Lunch:** Rice,Lechon kawali,Beef Steak,chopsuey,fruits and drinks* | | pax | 400 | | |

ABC: ₱200,000.00
Source of fund: OAP

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 sentity.*
4. *Price validity shall be for a period of _____ calendar days*
5. *PhilGEPS Registration Certificate, Business Permit, DTI Certificate and TAX Registration Certifcate 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.

_____
Printed Name/Signature of Company

_____
*Name and Signature of Canvasser*

_____
*Tel. No. / CP No. / email address*

_____
*Date*