



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office XIII
Capitol Site, Butuan City

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 three (3) days upon receipt in sealed enveloped marked with the reference no. (PR # 24-02-PMO13).

JOHANNY M. CONCON
Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Provision of Food for the Conduct of Firming-up of the FY 2025 Plan and Budget Proposal Activity 1: March 21-22, 2024 Enhancement of the Proposed FY 2025 Regional Plan and Budget Proposal Based on the DA-Internal Budget Hearing Recommendations Activity 2: October 16-18, 2024 Finalization of the FY 2025 Regional Plan and Budget based on NEP				
	Activity 1: March 21, 2024				
	AM SNACKS: Spaghetti w/ bread & canned juice	pax	46		
	LUNCH: Rice, Pork bola-bola, fried fish, stir fry mix veg., mango tapioca & canned juice	pax	46		
	PM SNACKS: Cheese ensaymada & four seasons canned juice	pax	46		
	March 22, 2024				
	AM SNACKS: Tuna sandwich w/ chips & canned juice	pax	46		
	LUNCH: Rice, Pork adobo, fried fish, pinakbet, , buko pandan&canned juice	pax	46		
	PM SNACKS: Baked macaroni & canned juice	pax	46		
	Activity 2: October 16, 2024				
	AM SNACKS: Special benignit w/bread & fresh buko juice	pax	46		
	LUNCH: Rice, Buffalo chicken wings, vegetables sauteed, breaded fish, maja & Canned juice	pax	46		
	PM SNACKS: Empanada 2's & four seasons juice	pax	46		
	October 17,2024				
	AM SNACKS: Buchi & Puto cheese w/ Hot choco	pax	46		
	LUNCH: Rice,beef w/ broccoli native chicken soup, grilled fish, mango float & cannedJuice	pax	46		
	PM SNACKS: Assorted native kakanin & canned juice	pax	46		
	October 18, 2024				
	AM SNACKS: biko & Hot choco	pax	46		
	LUNCH:Rice, gintaang sitaw/kalabasa w/shrimp,fried fish,lumpia,fresh fruits&canned juice	pax	46		
	PM SNACKS:banana turon w/ langka 3's & canned juice	pax	46		
	terms & conditions:				
	*buffet type of serving				
	* unli brewed coffee & water				
	* payment shall be made after the conduct of each Activity				

ABC: **126,500.00**
Source of funds

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.

Signature over Printed Name of Convoasser _____

Name of Supplier _____

Tel. No. / Cell No. / email address _____

Date _____