



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# 2A-03-080026)

*[Signature]* 7/30/24  
**JOHNNY M. CONCON**  
Chairperson, Bids and Awards Committee

ITEM NO.	ITEM & DESCRIPTION	BRAND	UNIT	QUANTITY	UNIT COST	TOTAL COST
	<b>Radio Program Production and Social Media Management Training Workshop</b>					
	<b>Venue: Surigao del Sur</b>					
	<b>Date: April 17-19, 2024</b>					
	<b><u>Lot 1 - Catering Services</u></b>					
	<b>Day 1 - April 17, 2024</b>					
	<b>AM Snacks: bam.e &amp; lemon iced tea</b>		pax	30		
	<b>Lunch: rice, chicken pastil, creamy pork spareribs, shanghai, buko pandan, orange juice</b>		pax	30		
	<b>PM Snacks: rice cake &amp; drinks</b>		pax	30		
	<b>Dinner: rice, tinolang bisaya na manok, pork steak, pinakbet, macaroni salad, pineapple juice</b>		pax	30		
	<b>Day 2 - April 18, 2024</b>					
	<b>Breakfast: rice, hotdog, pork tocino, coffee/milk</b>		pax	30		
	<b>AM Snacks: toasted siopao &amp; mango juice</b>		pax	30		
	<b>Lunch: rice, fried chicken, sinuglaw, salad na lato, cocktail salad, drinks</b>		pax	30		
	<b>PM Snacks: buko bingka &amp; canned fruit juice</b>		pax	30		
	<b>Dinner: rice, pork humba, sinigang na shrimp, law-uy w/ fried fish, creamy mango tapioca, drinks</b>		pax	30		
	<b>Day 3 - April 19, 2024</b>					
	<b>Breakfast: rice, corned beef with patatas, dried fish (dilis), coffee/milk</b>		pax	30		
	<b>AM Snacks: tuna sandwich &amp; buko juice</b>		pax	30		
	<b>Lunch: rice, pork kare-kare, chicken adobo, ginataang sitaw at kalabasa &amp; drinks</b>		pax	30		

ABC: Lot 1 80,250.00

Source of fund: CORN

**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.

\_\_\_\_\_  
Name and Signature of Conasser

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

\_\_\_\_\_  
Tel. No./CP No./Email Address

\_\_\_\_\_  
Date



