




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 # \_\_\_\_\_).

  
 ABEL F. WAGAS  
 Chairperson, Bids and Awards Committee

ITEM NO.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	<b>Procurement of Various Semi - ICT Equipments</b>				
	<b>Lot 1</b>				
	<b>Computer - Laptop</b>	unit	7		
	<b>Specifications</b>				
	a. Display: 15.6" Full HD Display, min.				
	b. Processor: 8 core, 4.3 GHz turbo frequency, min.				
	c. Memory: 16GB DDR4, min.				
	d. Storage: 256GB NVMe SSD and 1TB SSD, min.				
	e. Operating System: Licensed Windows				
	f. Warranty: 1 year on parts and labor				
	<b>Lot 2</b>				
	<b>Scanner</b>	unit	1		
	<b>Specifications</b>				
	a. Scanner Type: Sheet-fed				
	b. Optical Resolution: 600 dpi, minimum				
	c. Scan Speed: 35 ppm/70 ipm, minimum				
	d. Document size: A4, Legal, Letter, minimum				
	e. ADF Capacity: 50 sheets, minimum				
	f. Warranty: 1 year on parts and labor				

ABC: 381,929.00  
 Source of fund: AFESA/FMRDP 2024

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 Convasser \_\_\_\_\_

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

Date \_\_\_\_\_

Lot 1 - 342,930.00  
 Lot 2 - 38,999.00