



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
 Caraga Region

Capitol Site, Butuan City  
 Tel. No: (085) 815-2009/ (085)342-4092/Fax No.: (085) 341-2114  
 Email add: dacaraga@yahoo.com

**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 **Philgeps** in sealed envelope marked with the reference no. (PR # 24-01-112099).

  
**ABEL F. MAGAS**  
 Chairman, Bids and Awards Committee

Item No.	ITEM AND DESCRIPTION	Brand/ Model	Unit	Quantity	Unit Cost	Total Cost
1	<b>ANALYTICAL BALANCE</b>		unit	1		
	Specifications:					
	Maximum Capacity: ≥220 g					
	Minimum Weight (USP, 0.1%, typical): ≤16 mg					
	Readability: 0.1 mg					
	Repeatability: ≤0.08 mg					
	Stabilization time: 1.5 - 2 seconds					
	Display: LCD Backlit (touchscreen)					
	Adjustment: Internal (automatic)					
	Power supply: adapter: 100-240V					
	To include: Power supply adapter, calibration certificate, one year warranty, and on-site installation					
2	<b>AUTO - DESSICATOR CABINET</b>		unit	1		
	Specifications:					
	Orientation: Horizontal					
	No. of shelves: 2 in 2 positions					
	With 2 latches					
	Internal volume: 2 cu. Ft.					
	Power: 220V					
	With 10 pcs 197 mm diameter dessicant in a round cartridge					
	-XXXXXXXXXXXXXXXX-					

ABC: P365,000.00

Source of Fund: OA Program/RSL

**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 Representative \_\_\_\_\_

Name and Signature of Convasser \_\_\_\_\_

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

Date \_\_\_\_\_