



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 # 24-05-SP192)


ABEL F. WAGAS 5/27
 Chairman, Bids and Awards Committee

ITEM NO.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Provision of catering and billeting services for the conduct of Seminar on Values Formation and Organizational Building				
	Talacogon, Agusan del Sur				
	June 19, 2024				
	AM Snacks: chicken empanada & bottled juice	pax	55		
	Lunch: Rice, pork adobo, fish fillet, chopsuey, fresh fruits and bottled juice	pax	55		
	PM Snacks: Spaghetti with bread and bottled juice	pax	55		
	Dinner: Rice, beef steak, vegetable kare-kare, fish tinola, tapioca and drinks	pax	55		
	June 20, 2024				
	AM Snacks: Dinon with bread and bottled juice	pax	55		
	Lunch: Rice, lumpia shanghai, beef kare-kare, pinakbet, fruit salad and drinks	pax	55		
	PM Snacks: puto with kutsinta and bottled juice	pax	55		
	Terms and condition				
	*With unlimited coffee & water				
	Note: Payment will be process after the conduct of the activity				
			ABC		77,000.00

Source of fund: AMIA Fund 2024- MCRA

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 entity.
4. Price validity shall be for a period of _____ calendar days
5. PhilGEPS Registration Certificate, Business Permit, DTI Certificate and Tax Registration Certificate 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