



DEPARTMENT OF AGRICULTURE  
Caraga Region  
Capitol Site, Butuan City  
Tel. No: (085) 342-4092    Telefax No.: (085) 341-2114

### REQUEST FOR QUOTATION

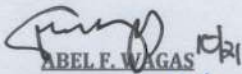
Date: \_\_\_\_\_  
Quotation #: \_\_\_\_\_

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# 14-09-FOD233)

  
**ABEL F. WAGAS**  
Chairman, Bids and Award Committee

ITEM NO.	ITEM & DESCRIPTION	BRAND	UNIT	QUANTITY	UNIT COST	TOTAL COST
	<b>LOT 1</b>					
	<b>Office Chair</b>		unit	10		
	Modern Executive Chair					
	Material: Mesh Type Breathable					
	Metal Type: Stainless Steel					
	Color: Black/Khaki					
	Chair height: 93cm					
	Seat height: minimum 45 cm					
	Seat width: minimum 54 cm					
	1 year warranty					
	To be delivered in APCO SDN, Surigao City					
	(See attach design)					
	<b>LOT 2</b>					
	<b>Office Table</b>		unit	10		
	Material: Marine plywood					
	Color: Wood Stain Mahogany					
	Dimension: 47.25" L x 23.5" W x 27" H					
	With 2-3 drawers, CPU shelf and with keyboard tray					
	Wood treatment solignum					
	Clear coat (glass top coat)					
	To be delivered in APCO SDN, Surigao City					
	(See attach design)					

ABC: LOT 1=PhP 55,000.00

LOT 2=PhP 72,000.00

Source of fund: HVCDP, RICE, CORN & NUPAP

#### 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 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