



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**

Regional Field Office XIII  
Capitol Site, Butuan City

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**REQUEST FOR QUOTATION**


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

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

TIN No. \_\_\_\_\_

Please quote your lowest price inclusive of taxes the items/s listed below, 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 market with the reference no. (PR#: 24-09-SP266)

  
**ABEL F. WAGAS** *dh*

Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL COST
	<b>Provision of Catering and Billeting Services for the conduct of Training of Trainers on Gender Sensitivity for DA-Special Area for Agricultural Development (SAAD) Personnel</b>				
	Venue: Surigao del Norte				
	<b>Day 1 (October 29, 2024)</b>				
	AM Snacks: Kakanin (Moron) & Hot Choco	pax	30		
	Lunch: Rice, Chicken Tinola, Sweet & Sour Pork, Chopsuey, Buko Salad & Fresh Fruit Juice	pax	30		
	PM Snacks: Egg Tart & Fresh Fruit Juice	pax	30		
	Dinner: Rice, Fish Tinola, Garlic Chicken, Vegetable Four Season, Fresh Fruits & Fresh Fruit Juice	pax	30		
	Billeting	pax	30		
	<b>Day 2 (October 30, 2024)</b>				
	Breakfast: Rice, Chicken Tocino, Ampalaya with Egg, Fresh fruits and Coffee/ Milk	pax	30		
	AM Snacks: Banana Cake & Fresh Fruit Juice	pax	30		
	Lunch: Rice, Buttered Chicken, Sinuglaw, Chopsuey, Mango Float & Fresh Fruit Juice	pax	30		
	PM Snacks: Mamon & Fresh Fruit Juice	pax	30		
	<b>Terms and Conditions:</b>				
	<i>Free flowing coffee and water</i>				

ABC: 79,510.00  
Source of fund: SARO 2024

- Note:
1. All entries must be typewritten/printed in ink.
  2. Delivery period within \_\_\_\_\_ calendar days.
  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
  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 certification of the products being offered.
  7. Winning bidder(s) from outside Butuan City must appear personally or sent authorized representative to sign contract and claim 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. / Cellphone No. /Email address

\_\_\_\_\_  
Date