



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# 25-02-020009).

ABEL F. WAGAS
Chairperson, Bids and Awards Committee

18 FEB 2025

ITEM NO.	ITEM & DESCRIPTION	BRAND	UNIT	QUANTITY	UNIT COST	TOTAL COST
	DA Information Network Meeting and Harmonization Workshop					
	Venue: Province of Surigao del Norte					
	Date: March 18-19, 2025					
	Day 1 - March 18, 2025					
	AM Snacks: bam.e & fruit juice		pax	35		
	Lunch: rice, chicken afritada, fish fillet (tuna), bihon guisado, fresh fruits, drinks		pax	35		
	PM Snacks: assorted kakanin & fruit juice		pax	35		
	Dinner: rice, tinolang bisaya na manok, grilled fish, eggplant salad with gata, drinks		pax	35		
	Billeting		pax	35		
	Day 2 - March 19, 2025					
	Breakfast: rice, hotdog, sunny side up egg, dried fish (dilis), milk/coffee		pax	35		
	AM Snacks: banana cake & fruit juice		pax	35		
	Lunch: rice, buttered chicken, sweet & sour fish (tuna), vegetable lumpia, fresh fruits, drinks		pax	35		
	PM Snacks: buko bingka & canned fruit juice		pax	35		
	Terms & Conditions:					
	<i>Free use of venue</i>					
	<i>Fully airconditioned venue & billeting</i>					
	<i>Venue with sound system & projector</i>					
	<i>Food must be served in buffet style</i>					
	<i>Unlimited coffee & water</i>					

ABC: 92,750.00
Source of fund: CORN

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.

Name and Signature of Convasser

Printed Name/Signature of Company

Tel. No./CP No./Email Address

Date