



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office 13
Capitol Site, Butuan City 8600

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 _____ in sealed envelope marked with the reference no. [PR # 25-04-R31017]


ABEL F. WAGAS

Chairman, Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
	ICT Office Supplies					
	Ink for Epson L15150, Yellow		cart	12		
	Ink for Epson L15150, Magenta		cart	12		
	Ink for Epson L15150, Cyan		cart	12		
	Ink for Epson L15150, Black		cart	12		
	Ink for Epson L14150, Yellow		cart	12		
	Ink for Epson L14150, Magenta		cart	12		
	Ink for Epson L14150, Cyan		cart	12		
	Ink for Epson L14150, Black		cart	12		
	Ink for Epson L1455, Yellow		cart	12		
	Ink for Epson L1455, Magenta		cart	12		
	Ink for Epson L1455, Cyan		cart	12		
	Ink for Epson L1455, Black		cart	12		
	<i>Note: Free use of Printer</i>					

ABC: 101,952.00
Source of fund: _____

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.

Signature over Printed Name of Authorized Representative

Signature over Printed Name of Convasser

Tel. No. / CP No. / email address

Date