



Republic of the Philippines  
Department of Agriculture  
**MINDANAO INCLUSIVE AGRICULTURE DEVELOPMENT PROJECT**  
Regional Project Coordination Office - Caraga Region  
Capitol Site, Butuan City  
Tel. No: (085) 342-4092 Telefax No.: (085) 341-2114

## REQUEST FOR QUOTATION

Date: 3/27/2025  
Quotation #: 2

Name of Company

Address

TIN No.

Please quote your lowest price in the items/s listed below, subject to the General Conditions below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in sealed envelope marked w/ no. PR No.: **MIADP13-PR0225026**

**LYNN A. PAREÑAS**

Vice-Chairman, Special Bids and Awards Committee

ITEM No.	ITEM & DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
<b>LOT 1 - OFFICE SUPPLIES</b>					
1	Bond paper A4, substance 20,GSM 70	box	20		
2	Stamp pad Ink	pc	5		
3	Binder Clip 32mm	box	11		
4	Binder Clip 1 1/4 inch	box	11		
5	Ballpen 0.5mm 12's/box	box	5		
6	Battery 2AA	pack	10		
7	Sign Pen 0.5 Black 12's/box	box	30		
8	Sign Pen 0.5 Blue 12's/box	box	30		
9	Sticky note 1/2 x 1/2"	pad	10		
10	Sticky note 3x4"	pad	10		
11	Stick on Note 5 in 1 Color (Arrow - Sign Here)	pad	50		
12	Double Sided Tape 1/2 x 5m	pcs	5		
13	Stick Glue(40 ML)	pcs	7		
14	White Board Marker	box	1		
15	Photopaper	pack	9		
16	Sticker Paper (short)	pack	15		
17	Plastic Envelope with Handle (Long)	pcs	10		
18	Planner Notebook	pc	8		
Delivery/Inspection: DA Caraga, Capitol Site, Butuan City				<b>Lot 1 TOTAL: P</b>	<b>P51,353.00</b>

### TERMS & CONDITIONS:

1. All entries must be typewritten/printed in ink.
2. Delivery period within **15** 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 entity.
4. Price validity shall be for a period of **45** calendar days
5. PhilGEPS 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. / CP No. / email address

Date

## REQUEST FOR QUOTATION

Date: 3/27/2025  
Quotation #:                     

Name of Company

**Address**

TIN No.

Please quote your lowest price in the items/s listed below, subject to the General Conditions below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in sealed envelope marked w/ no. PR No.: **MIADP13-PR0225026**

LYNNA. PAREÑAS

*Vice-Chairman, Special Bids and Awards Committee*

[illegible]

EPC: **P33,600.00**

Source of fund: MIADP 13 - Component 4

**TERMS & CONDITIONS:**

1. All entries must be typewritten/printed in ink.
2. Delivery period within **15** 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 entity.
4. Price validity shall be for a period of **45** calendar days
5. PhilGEPS 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 Canvasser*

Tel. No. / CP No. / email address

Date \_\_\_\_\_