

## Request for Quotation

Date: \_\_\_\_\_  
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/ the reference no. (MADP/PR0225066)

REBECCA R. AYCOCK

*Chairman, Special Bids and Awards Committee*

[illegible]

General conditions:

1. All entries must be typewritten/printed in ink.
2. Delivery date, June 9-12, 2025.
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 30 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 \_\_\_\_\_