Republic of the Philippines
Department of Agriculture
Agricultural Training Institute Regional Training Center X
El Salvador City, Misamis Oriental

REQUEST FOR QUOTATION

Sir/Madam:

The ATI-RTC X desires to purchase the following articles, animals or services, the delivery of which has to be made within seven (7) working days from dealer's receipt of the corresponding letter order and/or purchase order unless otherwise specified herein. Please quote the unit price, inclusive of tax, for each of the items below in a sealed envelope addressed to the ATI-RTC X, El Salvador City, Misamis Oriental. This proposal is subject to the terms and conditions, and that the ATI-RTC X reserves the right to reject some or all quotations, waive any defects therein or accept those that which are most advantageous to the government.

Very truly yours,

JAVIER P. ANDALAN/HONEYLOU C. BASTASA
Chairman/Vice Chairman BAC

PR No.: **2024.11.334**

Approved Budget Contract: **7,340.00**

THE BAC Chairman, ATI-RTC X
El Salvador City, Misamis Oriental

With reference to the above request for quotations, I/We hereby quote my/our price per unit as listed below:

Stock Code/ Property No.		QTY	UNIT	PARTICULARS	Unit Price	Total Price
1		5	pcs	EPSON L3110 Ink (003 Cyan)		
2		5	pcs	EPSON L3110 Ink (003 Magenta)		
3		5	pcs	EPSON L3110 Ink (003 Yellow)		
4		5	pcs	EPSON L3110 Ink (003 Black)		
5		4	pcs	A4 Multi-purpose paper		
6		10	pcs	File Organizer (Expanding Folder)		
PURPOSE				To be used during the conduct of Staff Development Activity in El Salvador City on December 2024		

Very truly yours,

(Signature over Printed Name of Proprietor/Manager or Authorized Rep)

Procurement Coordinator

Contact No.: _____
Company Name: _____
Address: _____
TIN No.: _____
Date: _____
Please Check: Vat: ☐ Non-Vat: ☐