

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 PR No.: 2024.12.343

Approved Budget Contract:

₱366,441.00

**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	P A R T I C U L A R S	Unit Price	Total Price
	240	pcs	Marker, Permanent, Refillable, Black		
	28	pcs	Alcohol, Ethyl, 500 MI		
	51	pcs	Arch File, Color Blue For Legal Sized Documents		
	805	pcs	Ball Pen, Black, .7Mm		
	15	pcs	Battery, Dry Cell, Aa, 2 Pieces Per Blister Pack		
	15	pcs	Btd60Bk, Bt5000 Cmy		
	12	pcs	Cartolina, Assorted Colors, 20 Pcs Of Assorted Colors Per Pack		
	20	pcs	Construction Paper, 250 Pcs Per Pack		
	940	pcs	Envelope, Expanding, Plastic, 0.50Mm Thickness Min, With Handle		
	140	pcs	Envelope, Legal Size, Expanding, Plastic, With Handle		
	7	pcs	Epson Ink, 003, Black		
	7	pcs	Epson Ink, 003, Cyan		
	7	pcs	Epson Ink, 003, Magenta		
	7	pcs	Epson Ink, 003, Yellow		
	175	pcs	Face Mask, 3 Ply, Fifty (50) Pcs/Box		
	35	pcs	Flash Drive, 16Gb With Attached Cover		
	1102	pcs	Id Badge, W/ Sling		
	3	pcs	Ink For Brother Printer, Bt5000 Cyan		
	3	pcs	Ink For Brother Printer, Bt5000 Magenta		
	5	pcs	Ink For Brother Printer, Bt5000 Set (Yellow, Magenta, Cyan)		
	3	pcs	Ink For Brother Printer, Bt5000 Yellow		
	8	pcs	Ink For Brother Printer, Btd60 Black		
	298	pcs	Laid Board, Short, 10 Pcs Per Pack		
	830	pcs	Manila Paper		
	50	pcs	Marker, Permanent, Bullet Type, Black		
	100	pcs	Marker, Whiteboard, Black		
	25	pcs	Marker, Whiteboard, Black, Felt Tip, Bullet Type		
	124	pcs	Paper, Multi-Purpose (Copy) A4, 70 Gsm		
	35	pcs	Paper, Multi-Purpose (Copy) Legal, 70 Gsm		
	215	pcs	Sign Pen, Black (0.3Mm)		
	39	pcs	Sign Pen, Black (0.5Mm)		

		9	pcs	Sign Pen, Red (0.5Mm)		
		16	pcs	Tape, Masking, Width: 24Mm (±1Mm)		
		30		Tape, Masking, Width: 48Mm (±1Mm)		
		15	pcs	Toilet Tissue Paper 2-Plys Sheets, 150 Pulls		
				xxxxxxxxxxxxxxxxxxxxxx		
				to be used for the CY 2024 under Rice Program		

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: