



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
Regional Training Center XIII
Los Angeles, Butuan City
Mobile No. Globe 09369010366 / Smart 09293546355

REQUEST FOR QUOTATION

Date: **26 MAR 2024**
Quotation #: **24-03-201**

Name of Company

Address

TIN No.

Please quote your best offer for the items/s described herein, subject to the Terms and Conditions provided, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than 3 days upon receipt in the attached envelope and return it sealed.


VIOLETA T. LAGUNA
BAC Chairperson

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Ballpen, black		piece	2,120		
2	Notebook, steno		piece	1,620		
3	Paper multicopy (bond paper) legal size		ream	20		
4	Manila paper, 50 pcs per roll		roll	35		
5	Marker, permanent, black		piece	300		
6	CARTOLINA, assorted light colors, 20 pcs per pack		pack	23		
7	Certificate holder, A4 size		piece	620		
8	Crayon, 8 pieces		box	180		
9	Crayon, double, 16 pieces		box	50		
10	ID Badge (jacket with sling)		piece	620		
11	Toilet bowl Cleaner, 1 liter, blue		bot.	20		
12	Ledger arch file/ voucher binder, horizontal, royal blue		piece	50		
13	Flash drive, 16GB		piece	200		
14	Computer mouse, wireless		piece	1		
15	Pointer/ power point presenter		piece	1		
16	Certificate paper, A4 size, 90 gsm		pack	90		

APR No. 2024-03-06

Requisitioner: L. Antiola

ABC: **193,350.36**

Source of fund: _____

Note: **1. Price validity shall be for a period of _____ calendar days**

- All entries must be typewritten or legibly written in ink.
- 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.
- Documentary requirements to be submitted along with your quotation:
 - PhilGEPS Registration Number/Certificate
 - Mayor's/Business Permit
 - Income/Business Tax Return
 - Omnibus Sworn Statement -Duly Notarized - form can be downloaded in the ATI-RTC13 website
 - PCAB Lic. (Infra)

After having carefully read and accepted your Terms and Conditions, I/We quote on the item at prices noted above.

Signature over Printed Name of Company

Name and Signature of Convasser

Date

Cellphone No. / e-mail Address