



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: 6 APR 2024
 Quotation #: JA-04-202

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
VIOLETA T. LAGUNA
 BAC Chairperson

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	STAPLER, standard type		piece	10		
	Certificate holder, plastic, letter size		piece	500		
	Certificate Paper, 90 GSM Letter size		pack	100		
	Ballpen, black		piece	500		
	RECORD BOOK, 300 PAGES		piece	60		
	Manila paper, 50 pcs per roll		roll	5		
	ID Badge (jacket with sling)		piece	500		
	Printer ink, Epson 003 black		pieces	10		
	Printer ink, Epson 664 black		pieces	10		

APR No. 2024-04-08
 Requisitioner: L. Antiola

ABC: 67,134.00
 Source of fund: 101

- 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