REQUEST FOR QUOTATION

RFQ No.: _____   **Date:** _____

Business Name: _____

Address: _____

Contact No.: _____   **TIN:** _____

¨ Vat   ¨ Non - Vat

The **DA-Agricultural Training Institute-Regional Training Center CALABARZON**, through the **Bids and Awards Committee (BAC)** intends to quote at your government price/s, taxes included, and such terms and condition that you may encounter purpose for article/s and/or services enumerated below. You may submit counter offer with different specifications, brand, terms and conditions. Same would be indicated clearly and signed by the authorized representative.

You can submit your offer in a separate cover with your official letterhead indicated clearly and signed by the authorized representative. The Institute reserves its right to accept or reject any or all bids / offers / quotation or waive any defect hereof.

MARIDELLE G. JAURIGUE

Solicitacion No.: _RFQ-ATI-RTC4A-2024-006-151_   BAC Chairperson

Purpose: Supply and delivery of three (3) units Laptop for the implementation of various trainings and activities under CFIDP

Place/Venue: DA-ATI CALABARZON, Trece Martires City, Cavite

Activity Date: July to September 2024

NO.	QTY	UNIT	SPECIFICATIONS	UNIT PRICE	TOTAL PRICE
1	3	unit	**Office Laptop**		
			Minimum requirements:		
			- 512gb SSD Storage		
			- 16gb RAM		
			- i5 processor		
			- bundled with MS Office and OS		
			for more details, please call our landline number specified on the letterhead or email your queries/concerns to supply_rtc4a@ati.da.gov.ph		
				TOTAL AMOUNT	

I hereby certify that I am in a position to furnish the above article(s) / services at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute at Trece Martires City.
We can deliver the item/s _____ working days from receipt of the Purchase Order.
Our offer is good for _____ days only.

Canvassed by: _____   *Prepared by:* _____

Signature over Printed Name   *Signature over Printed Name*
of ATI IV-A Canvasser

Name of Proprietor/Manager/
Authorized Representative