

Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
REGIONAL-TRAINING CENTER-VII CENTRAL VISAYAS
Beside City Park, Cabawan District, Tagbilaran City
Mobile No: 09173218524
Email add: ati7.philgeps@gmail.com
REQUEST FOR QUOTATION

Date: _____
RFQ No. _____

Name of Company: _____
Address: _____
Business Permit No: _____ Tin No: _____ VAT Non-VAT

Please quote your lowest offer for the item/s described below, subject to the General Conditions stated below, and submit your quotation duly signed by you or your representative.

General Conditions:

- 1 PRICES SHOULD BE INCLUSIVE OF VAT.
 - 2 PRICE VALIDITY SHALL BE FOR A PERIOD OF 60 CALENDAR DAYS
PLEASE ATTACH TOGETHER WITH YOUR QUOTATION A COPY OF THE FOLLOWING:
 - I. SHOPPING
 - MAYOR'S/BUSINESS PERMIT -PHILGEPS REG. NUMBER (for 50k & above, if registered)
 - II. SMALL VALUE PROCUREMENT
 - 3 -MAYOR'S/BUSINESS PERMIT -PHILGEPS REG. NUMBER (for 50k & above, if registered)
-OMNIBUS SWORN STATEMENT (for ABCs above 50k) -ITR (for ABC above 500K)
-PROFESSIONAL LICENSE/CV (for Consulting Services) -PCAB (for infrastructure)
-FOR COOPERATIVE (Certificate of Compliance, Menu)
- REFERENCE GPPB RES. NO. 21-2017 DATED 30 MAY 2017
- 4 MANAGEMENT RESERVES THE RIGHT TO REJECT OUTRIGHT ANY CONTINGENT BIDS.
 - 5 BID PRICES SHOULD BE VALID 45 DAYS FROM THE DATE OF QUOTATION

MA. GRACIA SOLIVA-PUNGAY
BAC Chairman

After having carefully read and accepted the General Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	Total
	100	pcs	A4 Mesh envelope		
	44	bottles	Alcohol 70% solution (500ml)		
	6	bottles	Alcohol 70% solution (250ml)		
	695	bottles	Alcohol 70% solution (250ml)		
	1345	pcs	Ballpen, black		
	18	pack	Battery AA (2 pcs per pack)		
	24	pack	Battery AAA (2 pcs per pack)		
	177	ream	Bond paper, A4		
	675	pieces	Certificate Holder, short		
	440	pcs	Expanding Envelope, long, brown		
	75	pack	Face mask (disposable) K94 (10 pcs/pack)		
	25	pieces	Flash drive, 16GB		
	90	pc	ID Clip, metal		
	495	pcs	ID jacket with sling		
	495	pcs	Manila Paper		
	48	box	Marker, permanent, fine black		
	3	rolls	Masking tape 1"		
	10	rolls	Masking tape 2"		
	4	pack	Metacard, assorted color		
	10	roll	Packaging Tape		
	20	box	Paper Clip small		
	10	pcs	Paper towel tissue		
	3	bottles	Printer ink Epson T664 black		
	3	bottles	Printer ink Epson T664 cyan		
	3	bottles	Printer ink Epson T664 magenta		

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	Total
	3	bottles	Printer ink Epson T664 yellow		
	18	cartridge	Printer ink HP 680 black		
	18	cartridge	Printer ink HP 680 colored		
	13	cartridge	Printer ink HP 682 black		
	13	cartridge	Printer ink HP 682 colored		
	363	pcs	Sign pen black MyGel C5		
	156	pack	Specialty board, short, white		
	31	pack	Sticky Notepad, 3x4"		
	118	roll	Tissue paper, 2ply		
			TOTAL:		
PURPOSE:	For Office and Training Supplies under CFITF for Jan-Dec 2024.				

Printed Name /Signature
(Supplier/Dealer)

Telephone No. / Cellphone No. / E-
mail Address