

**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
	115	pcs	A4 Mesh Envelope		
	63	bottles	Alcohol 70% solution (500ml)		
	25	bottles	Alcohol 70% solution, 250ml		
	642	bot.	Alcohol 70% solution, 60 ml		
	2045	pcs	Ballpen, black		
	11	pack	Battery AA (2 pcs. per pack) long lasting		
	24	pack	Battery AAA (2 pcs. per pack) long lasting		
	196	ream	Bond paper, A4		
	21	ream	Bond paper, A3		
	35	pieces	Brown envelope long		
	2	ream	C2S Paper (Glossy 170gsm 12x18)		
	2	ream	C2S Paper (Glossy 200gsm 12x18)		
	923	pieces	Certificate Holder, short		
	10	pack	Crayons (24 pcs)		
	410	pcs	Envelope, Expanding, long brown		
	65	pcs	Envelope, expanding, long, plastic, with handle		
	26	box	Face mask (disposable)		
	30	pc	Folder, long, white		
	5	pieces	Glue 240g		
	590	pc	ID Card, with sling		
	345	pc	ID Clip, metal		
	532	pcs	Manila Paper		
	142	pieces	Marker, permanent, broad, black		
	250	pcs	Marker, permanent, fine black		

