



Republic of the Philippines  
Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**

ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100  
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**REQUEST FOR QUOTATION**

DATE: Dec. 2, 2022

**PURCHASE REQUEST NO.: CDMD FUND 2022-11-29**

CANVASS NO. 24

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached here with.

Very truly yours:

  
**EDITHA S. VINUYA**  
BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	323		<b>Notarial service of contract of scholars</b> <ul style="list-style-type: none"> <li>• Educational assistance for the Youth in Agriculture (EAsY Agri)</li> <li>• Educational Grants for Extension Workers</li> <li>• Thesis and Dissertation Assistance</li> </ul> Include: Pick up and delivery of notarized contracts from ATI Central Office Note: Notarized contracts must be delivered to ATI Central Office one (1) day upon notarization		

**PURPOSE:**  
Notarization of Scholarship Service Contracts.

Pls. submit the following eligibility documents:  
 Mayor's/Business Permit  
 Income Tax Return  
 Notarized Omnibus Sworn Statement  
 PhilGEPS Registration Number/Red Membership  
 Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) 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, Elliptical Road, Diliman, Quezon City

MODEL: \_\_\_\_\_  
 DELIVERY PERIOD: \_\_\_\_\_  
 WARRANTY PERIOD: \_\_\_\_\_  
 PRICE VALIDITY: \_\_\_\_\_

\_\_\_\_\_  
 Signature Over printed name of proprietor/Manager  
 or Authorized Representative

CANVASSER BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_