



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: 03/12/2024

PURCHASE REQUEST NO.: ISD FUND 2024-03-16

CANVASS NO. 12

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:

MILAGROS C. URBANO

BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	100	pc	Printing of Poster for Corporate/Techno-based IECs Material: Sintra Board Size: 30 x 42 in. (Standard) (Size can be modified depending on the lay-out of IEC) Print: Full color Thickness: 3 mm. Finish: Matte/Glossy Water resistant, scratch proof, dust proof, fade resistant Note: Supplier must be able to accommodate 24/7 printing services including weekends and same-day delivery Production and delivery is based upon request and not in bulk		

PURPOSE:

To be used as IEC on various training/events and activities of the institution.

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: _____

CANVASSED BY: _____
DATE: _____

Signature Over printed name of proprietor/Manager
or Authorized Representative