Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
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Email: ati_director@ati.da.gov.ph & ati_director@yahoo.com
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REQUEST FOR QUOTATION

DATE: 03/27/2024 **PURCHASE REQUEST NO.: PPD FUND 2024-03-20** CANVASS NO. 20

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
	78	pc	**Promotional Materials** Polo shirt with color and design as specified Embroidered logo of ATI and text Fabric cotton with color Sizes from XS to 3XL unisex Color: Blue green #0097AB and white		

PURPOSE:
To be used during the conduct of the activity entitled, "PPMEvolve: Innovation Workshop on ATI's Policy, Planning, Monitoring and Evaluation (PPME)" on May 20 to 24, 2024 at Region VII.

_✓_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

CANVASSED BY: _____
DATE: _____