



Republic of the Philippines
SUGAR REGULATORY ADMINISTRATION
Araneta St., Singcang, Bacolod City 6100 Philippine

November 22, 2024

Date

REQUEST FOR QUOTATION

Please quote your LOWEST NET PRICE to the Government on the items listed below, giving full and detailed description of your offers, stating the shortest time of delivery and submit your quotation in a sealed envelope, addressed to the Sugar Regulatory Administration.

Deadline of Submission: **Not later than**

09 DEC 2024

Very truly yours,

Note: *Return this form duly accomplished in a sealed envelope.*

For canvassing only.

EVELYN D. PORTALLO

Administrative Officer III/RBAC Secretariat

PR No.: 2024-11-1211			DESCRIPTION	Offer
No.	Unit	Qty.		
			<u>Research Development and Extension</u> <u>Office of the Manager III</u>	
	piece	100	Ball pen, Gel type/Black	
	ream	20	Bond Paper, A4, 80gsm	
	piece	100	Document/Portfolio Bag, high-quality with handle and adjustable strap, long size, black	
ABC: Php: 55,000.00				
Performance Period				
Payment Term:				
Charge to 24-07560-06				

Please indicate:

In case of purchase of goods: TIN _____ Place of Delivery _____ Date of Delivery _____

Delivery Term _____ Payment Term _____

In case of labor: TIN _____ Completion Period _____ Warranty Period _____

SUGAR REGULATORY ADMINISTRATION

This is to certify that the price/s quoted above is the lowest we can offer, taxes included and that no monetary consideration, gift or in hand whatever is involved in case part or whole items quoted will be awarded to us. The prices quoted is good until _____ and can be delivered within _____ working calendar days from receipt of the Purchase Order.

Canvassed by:	Date	(Owner/Authorized Rep.)	Telephone No.	Date
SRA - Visayas / Prop. & Procurement File / 2019			Series:	