



DIGOS WATER DISTRICT

REQUEST FOR QUOTATION

SUPPLIER: _____ Ref.# 2023-01-26

ADDRESS: _____ Date _____

Please quote your lowest price on the item/s listed subject to the General Conditions as stated below, stating the shortest time of delivery and submit quotation in a sealed envelope not later than January 30, 2023 ABC 67,000.00

RECEIVED
JAN 18 2023

AMELIA U. VELARDE
Admin. Division Manager

Thank you.

ITEM NO.	UNIT	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	lot/s	Snacks and Lunch for Public Hearing of Water Rates Adjustment Snacks for 400 pax Lunch for 100 pax Menu: » 2 main course » 1 soup » 1 drink » rice » dessert * Tables (40 pcs.) * Chairs (350 pcs.)	1		
NOTE: SUBJECT TO 5% FINAL TAX ON VAT AND 1% EXPANDED TAX DELIVER TO: Digos Water District, Rizal Ave., Digos City					

After having carefully read and accepted your General Conditions, I/We faithfully quoted for the following item/s stated above.

Printed Name & Signature/Representative

Tel. no/Cell no. or E-mail Address

GENERAL CONDITIONS

- All entries must be typewritten or written legibly.
- Delivery period within _____ calendar days upon receipt of purchase order.
- Warranty shall be for a period of six (6) months for the supplies and materials and one (1) year for equipment, which will take effect on the date of acceptance by the procuring entity.
- Price validity shall be for a period of thirty (30) calendar days except for high perishable goods, other items warranted under the circumstances.
- Bidders may submit original brochures showing certifications of the product being offered (equipment only).
- Quotation can be sent thru email, fax or personal delivery.