October 26, 2016

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Dear Sir/Madam:

 May we request from your office for a quotation on the attached Bid Offer for the following project details:

Project Reference # : PDA 2016-006

Project Details : Supply and Delivery of Various Agricultural and Hardware

 Materials

Location of Project : Various Nursery Sites

Approved Budget of Contract: Php 8,613,000.00

Kindly submit your sealed best and final offer and the following requirements listed hereunder on or before November 2, 2016 at Partido Development Administration, Caraycayon, Tigaon, Camarines Sur. Deadline of opening of sealed Bid Offer is on November 3, 2016 at 2:00 PM.

1. Certificate of Registration of Business Name (DTI), (SEC) or (CDA)
2. Mayor’s Permit
3. Statement of all on-going and completed government and private contracts including contracts but not yet awarded, if any, whether similar or no similar in nature within the last 2 years
4. Audited Financial Statements
5. Computation of NFCC
6. Valid Joint Venture Agreement (JVA), if applicable

 Very truly yours,

 **(Sgd.)ANGELICA P. REGONDOLA**

BAC Chairperson

Noted by:

**(Sgd.)RAMON F. FUENTEBELLA**

Administrator I

**PARTIDO DEVELOPMENT ADMINISTRATION** Project Reference No.**: PDA 2016-006**

Created Under R.A. 7820 Name of Project: ***Supply and Delivery of Various***

Caraycayon, Tigaon, Camarines Sur ***Agricultural and Hardware Materials*** Approved Budget for the Contract: ***P 8,613,000.00***

**BID OFFER**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No.** | **Unit** | **Quantity** | **DESCRIPTION/PARTICULARS** | **Unit Cost** | **Total Cost** |
| 1 | 1Pcs.Kg.Kg.Kg.Kg.Kg.Pcs.SacksPcs.Pcs.Pcs.Pcs.Pcs. | Lot9009001,8003,6001,800900450,0009009002,7002,7009004,500 | ***Supply and Delivery of Various Agricultural and Hardware Materials*** Sprayer, 16 lit.Tie WireNail 2”Nail 3”Nail 4”Nylon CordPlastic Bags (3”x3”x10”) polyethyleneFertilizer, complete (14-14-14)Sprinkler, plastic, 3 gal.Rake, handle made of metalSpadeBolo, 1.5 ft. with wooden handleShovel, wooden handle |  |  |

***Total Amount in Figure:*** Php\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Total Amount in Words:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

Submitted by:

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

Signature over Printed Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Official designation

Duly authorized to sign Bid for and on behalf of:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Supplier/Company