

[letterhead of FFCEs, if available]

Proposal Form

[Date]

[Name of HoPE of the Agency]

[Designation]

[Government Agency Address]

Dear *[Name of the HoPE]*:

This pertains to the procurement opportunity with project title, *[Project Title]* posted on:

- Farmers and Fisherfolk Enterprise Development Information System (FFEDIS);
- Official Website;
- Philippine Government Electronic Procurement System (PhilGEPS);
- Social Media: _____
- Others: _____

We are pleased to present this proposal to supply agricultural or fishery products for the implementation of *[brief description of the project]*, with a total amount of *[price amount]*.

A breakdown of the agricultural/fishery products are indicated below:

Particulars	Quantity	Unit of Measure	Unit Price	Total Amount
<i>(e.g.) Corn</i>	<i>100</i>	<i>kg</i>	<i>P 10.00/kg</i>	<i>P1,000.00</i>
<i>Tomato</i>				
GRAND TOTAL:				<i>P1,000.00</i>

We look forward to the opportunity to work with you and provide high-quality products that meet your standards and needs.

Thank you.

Respectfully yours,

[Signature]

[Name of FFCE]

[Address]

[Contact Number]