



Republic of the Philippines  
**AGRICULTURAL TRAINING INSTITUTE**  
**Regional Training Center XIII**  
 Los Angeles, Butuan City  
 Mobile No. Globe 09369010366 / Smart 09293546355

**REQUEST FOR QUOTATION**

Date: **27 MAY 2024**  
 Quotation #: **27-Q-300**

Name of Company

Address

TIN No.

Please quote your best offer for the items/s described herein, subject to the Terms and Conditions provided, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than in the attached envelope and return it sealed.

**03 JUN 2024**

*[Signature]*  
**VIOLETA T. DAGANA**  
 BAC Chairperson

| ITEM No. | ITEM & DESCRIPTION   | BRAND MODEL | UNIT | QUANTITY | UNIT COST | TOTAL COST |
|----------|--|-------------|------|----------|-----------|------------|
| 1        | Catering services for the conduct of Specialized Training on <b>Coconut Nursery Establishment and Management</b> on <b>July 1-5, 2024</b> in Aroman, Carmen, Cotabato good for 35 persons. Specifically, |             |      |          |           |            |
|          | <b>Day 1, July 1, 2024</b>   |             |      |          |           |            |
|          | AM Snack   |             | pax  | 35       |           |            |
|          | Lunch  |             | pax  | 35       |           |            |
|          | PM Snack   |             | pax  | 35       |           |            |
|          | Dinner   |             | pax  | 35       |           |            |
|          | <b>Day 2, July 2, 2024</b>   |             |      |          |           |            |
|          | Breakfast  |             | pax  | 35       |           |            |
|          | AM Snack   |             | pax  | 35       |           |            |
|          | Lunch  |             | pax  | 35       |           |            |
|          | PM Snack   |             | pax  | 35       |           |            |
|          | Dinner   |             | pax  | 35       |           |            |
|          | <b>Day 3, July 3, 2024</b>   |             |      |          |           |            |
|          | Breakfast  |             | pax  | 35       |           |            |
|          | AM Snack   |             | pax  | 35       |           |            |
|          | Lunch  |             | pax  | 35       |           |            |
|          | PM Snack   |             | pax  | 35       |           |            |
|          | Dinner   |             | pax  | 35       |           |            |
|          | <b>Day 4, July 4, 2024</b>   |             |      |          |           |            |
|          | Breakfast  |             | pax  | 35       |           |            |
|          | AM Snack   |             | pax  | 35       |           |            |
|          | Lunch  |             | pax  | 35       |           |            |
|          | PM Snack   |             | pax  | 35       |           |            |
|          | Dinner   |             | pax  | 35       |           |            |
|          | <b>Day 5, July 5, 2024</b>   |             |      |          |           |            |
|          | Breakfast  |             | pax  | 35       |           |            |
|          | AM Snack   |             | pax  | 35       |           |            |
|          | Lunch  |             | pax  | 35       |           |            |
|          | PM Snack   |             | pax  | 35       |           |            |

|              |  |  |  |  |  |
|--------------|--|--|--|--|--|
|              | <i>See attached menu (3 main dish with side dish, soft drinks and fruits)</i>            |  |  |  |  |
| <b>Note:</b> |  |  |  |  |  |
|              | 1. Available mineral water for the whole duration of the training/activity               |  |  |  |  |
|              | 2. Available coffee, creamer, sugar, milk, milo and tea/turmeric/Salamat/chocolate drink |  |  |  |  |
|              | 3. Available condiments like soy sauce, vinegar, ketchup, calamansi, pates and chili     |  |  |  |  |
|              | 4. Bread every morning, finger foods, candies and fruits during lectures                 |  |  |  |  |
|              |  |  |  |  |  |
|              | <b>Requester:</b> Emadelo/MJGonzaga  |  |  |  |  |

PR No. 24-05-431

ABC: 168,000.00  
Source of fund: CFIDP Fund

Note:

1. Price validity shall be for a period of \_\_\_\_\_ calendar days
2. All entries must be typewritten or legibly written in ink.
3. Warranty shall be for a period of six (6) months for supplies & materials, one (1) year for equipment from date of acceptance by procuring entity.
4. Documentary requirements to be submitted along with your quotation:
  - 4.1 PhilGEPS Registration Number/Certificate
  - 4.2 Mayor's/Business Permit
  - 4.3 Income/Business Tax Return
  - 4.4 Omnibus Sworn Statement -Duly Notarized - *form can be downloaded in the ATI-RTC13 website*
  - 4.5 PCAB Lic. (Infra)

After having carefully read and accepted your Terms and Conditions, I/We quote on the item at prices noted above.

\_\_\_\_\_  
Signature over Printed Name of Company

\_\_\_\_\_  
Name and Signature of Convasser

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cellphone No. / e-mail Address