



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: 11 JUL 2024  
Quotation #: 24-07-452

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 15 JUL 2024 in the attached envelope and return it sealed.

  
**VIOLETA T. LAGUNA**  
IAC Chairperson

ITEM No.	ITEM & DESCRIPTION	BRAND MODEL	UNIT	QUANTITY	UNIT COST	TOTAL COST
	Catering Services during the conduct of Training on Coconut-Coffee Farming System on July 17-19, 2024 at Balangay Hall, ATI RTC 13, Los Angeles, Butuan City.					
	Serving 3 breakfast, 3 AM snacks, 3 Lunch, 3 PM Snacks, 2 Dinner					
	<b>Menu:</b> Caterer's Menu (3 main dishes, 1 side dish, Fruits/dessert, softdrinks, am and pm snacks)					
	Day 1, July 17, 2024, Serving 1 breakfast, 1 AM snacks, 1 Lunch, 1 PM Snacks, 1 Dinner		pax	35		
	Day 2, July 18, 2024, Serving 1 breakfast, 1 AM snacks, 1 Lunch, 1 PM Snacks, 1 Dinner		pax	35		
	Day 3, July 19, 2024, Serving 1 breakfast, 1 AM snacks, 1 Lunch, 1 PM Snacks		pax	35		
	Note: Unilited rice, Free flowing coffee, sasawan (tuyo, suka, sili, calamasi) and observed proper Food Safety standard					
	<b>Purpose:</b> Meals to be used during the conduct of Training on Coconut-Coffee Farming System					
	Requisitioner: Elena P. Madelo					

PR No. 24-07-550

ABC: 94,500.00  
Source of fund: CFITF

- 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 Owner or

Name and Signature of Convasser

Date

Cellphone No. / e-mail Address