



## **REQUEST FOR QUOTATION**

**DATE: 3/6/2023**

**PURCHASE REQUEST NO.: 2023-02-045**

**RFQ NO.2023-03-014**

Gentleman:

*Please quote your lowest price inclusive of VAT on the item/s listed below, subject to the terms and conditions that you may encounter purposely for article (s) and or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **March 10, 2023 at 11: AM** in the return envelop attached here with.*

Very truly yours;

Sgd.  
**VLADIMIR B. CALIGUIRAN**  
BAC Chairperson

**Approved Budget of Contract: Php 241,000.00**

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	UNIT PRICE OFFERED	TOTAL
<b>March 12</b>	40	serving/pax	Lunch	275.00		11000.00
	40	serving/pax	PM Snack	110.00		4,400.00
	40	serving/pax	Dinner	240.00		9,600.00
<b>March 13</b>	40	serving/pax	Breakfast	165.00		6,600.00
	40	serving/pax	AM Snack	110.00		4,400.00
	40	serving/pax	Lunch	275.00		11,000.00
	40	serving/pax	PM Snack	110.00		4400.00
	40	serving/pax	Dinner	240.00		9,600.00
<b>March 14</b>	40	serving/pax	Breakfast	165.00		6,600.00
	40	serving/pax	AM Snack	110.00		4,400.00
	40	serving/pax	Lunch	275.00		11,000.00
	40	serving/pax	PM Snack	110.00		4400.00
	40	serving/pax	Dinner	240.00		9,600.00
<b>March 15</b>	40	serving/pax	Breakfast	165.00		6,600.00
	40	serving/pax	AM Snack	110.00		4,400.00
	40	serving/pax	Lunch	275.00		11,000.00
	40	serving/pax	PM Snack	110.00		4400.00
	40	serving/pax	Dinner	240.00		9,600.00
<b>March 16</b>	40	serving/pax	Breakfast	165.00		6,600.00
	40	serving/pax	AM Snack	110.00		4,400.00
	40	serving/pax	Lunch	275.00		11,000.00
	40	serving/pax	PM Snack	110.00		4400.00
	40	serving/pax	Dinner	240.00		9,600.00
<b>March 17</b>	40	serving/pax	Breakfast	165.00		6,600.00
	40	serving/pax	AM Snack	110.00		4,400.00
	40	serving/pax	Lunch	275.00		11,000.00
	40	serving/pax	PM Snack	110.00		4400.00
	40	serving/pax	Dinner	240.00		9,600.00
<b>March 18</b>	40	serving/pax	Breakfast	165.00		6,600.00
	40	serving/pax	AM Snack	110.00		4,400.00
	40	serving/pax	Lunch	275.00		11,000.00
	40	serving/pax	PM Snack	110.00		4400.00
	40	serving/pax	Dinner	240.00		9,600.00

			* with overflowing coffee and water		<b>241,000.00</b>
<b>PURPOSE:</b> <i>procure Meals and Snacks for the conduct of TOT on Institutional Development for SWISA on March 12-18,2023 at ATI-RTC 02, Malasin, San Mateo, Isabela</i>					
Pls. submit the following eligibility documents: _____ Mayor's /Business Permit _____ Income Tax Return _____ Notarized Omnibus Sworn Statement _____ Philgeps Registration Number/Red Membership _____ Certificate of Sole Distributorship  TIN # _____ LBP Acnt # _____ CP #/Email Address _____  I hereby certify that I am in the position to furnish the above article(s), service(s) at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute, Region 2, Malasin San Mateo, Isabela.					

MODEL: \_\_\_\_\_

DELIVERY PERIOD: *base on actual date of training activity*

WARRANTY PERIOD: \_\_\_\_\_

PRICE VALIDITY: \_\_\_\_\_

CANVASSED BY: ROQUE C. ALLAM

DATE: \_\_\_\_\_

\_\_\_\_\_  
Signature Over printed Name of proprietor/  
Manager or Authorized Representative

\_\_\_\_\_  
Business Address

## Technical Specifications

A. Menu to be coordinated by the project officer prior to the activity, it shall be consist of the following:

*Buffet Style:*

*Meals*

*\*2 Proteins ( Pork, beef, chicken, Fish), Tilapia: either fried or sinigang, serving should be 1 whole per pax (5-6 per kilo)*

*\* Avoid frozen fish (Bangus: serving must be 3-part of half-kilo per piece, Tinapa: 1 whole piece big galunggong, Tapa*

*\* Meat (Pork, Beef and Chicken)*

*\*1 Vegetable*

*\*unlimited rice*

*\*soup*

*\*Breakfast, Lunch and Dinner are to be served with side dishes/Appetizers / fresh fruits*

*\* Beverages: Serve variety of drinks (coffee, choco, tea)*

*\* Juices: Should be natural fruit juices, avoid instant juices, Preferably in can*

*\* Dessert: Avoid candies and chocolates Serve variety of fruits, not only banana*

B. With free flowing coffee and hot and cold water stationed in the venue

C. Must be delivered in the site of the program: **ATI-RTC 2, Malasin, San Mateo, Isabela**

D. Scheduled date and venue of activities may be changed depending on the situation.

E. Delivery Schedule

100% delivery upon the notice of delivery by the end-user/ procuring entity.

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*Buffet Style:*

*Meals*

*\*2 Proteins ( Pork, beef, chicken, Fish), Tilapia: either fried or sinigang, serving should be 1 whole per pax (5-6 per kilo)*

*\* Avoid frozen fish (Bangus: serving must be 3-part of half-kilo per piece, Tinapa: 1 whole piece big galunggong, Tapa bangus, big size, Shrimps, 3-pc per serving (big size),*

*\* Meat (Pork, Beef and Chicken)*

*\*1 Vegetable*

*\*unlimited rice*

*\*soup*

*\*Breakfast, Lunch and Dinner are to be served with side dishes/Appetizers / fresh fruits*

*\* Beverages: Serve variety of drinks (coffee, choco, tea)*

*\* Juices: Should be natural fruit juices, avoid instant juices, Preferably in can*

*\* Dessert: Avoid candies and chocolates Serve variety of fruits, not only banana*



Republic of the Philippines  
Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**  
**REGIONAL TRAINING CENTER 02**

Malasin, San Mateo, Isabela  
Mobile No. 0917-104-9147 | E-mail: ati\_region2@yahoo.com  
URL: <http://ati.da.gov.ph/ati-2> | [www.e-extension.gov.ph](http://www.e-extension.gov.ph)

**GENERAL CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders shall quote in lot.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The ATI-RTC 02 shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the ATI-RTC 02 shall adopt and employ “draw lots” as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor. Our Government Servicing Bank, i.e, the Land Bank of the Philippines, shall credit the amount due to the contractor’s identified bank account not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours, upon receipt of advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor’s account.
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered

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Signature over printed Name

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Position/Designation

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Office Telephone. No.

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Email Address





