



Republic of the Philippine
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
Regional Training Center III

Government Complex, San Ramon, Dinalupihan, Bataan 2110 | ATI-Satellite Office, Palayan City Nueva Ecija
Request for Quotation/ Submission of Proposal (Under Rule XVI Alternative Methods of Procurement [Sec. 53.9] Small Value Procurement)

Note: To be served during the conduct of Planning Workshop on the Implementation of 2023 Activities and ATI-Central Luzon's 36th Founding Anniversary Celebration in ATI-RTC III, Dinalupihan, Bataan on Jan 30-31, 2023.

| | |
|----------------------|-----------------------|
| End-User: CSJR | RFQ Number: 202301001 |
| PR Number: 202301002 | RFQ Date: JAN 19 2023 |
| PR Date: | RFQ Sheet Number: |

Please quote your lowest price on the item/s listed below, subject to the General Instructions below setforth, stating the shortest time of delivery.

ELSA F. VICTORIA
BAC Chairman

GENERAL INSTRUCTIONS TO BIDDERS:

- Bidders are required to read the instructions and fill the blanks in typewritten form or written legibly in permanent ink.
- DEADLINE FOR SUBMISSION OF QUOTATIONS/ BIDS SHALL BE ON :** Date : Time:
- Delivery/ Construction/ Labour period/ Services to be rendered shall be Ten (10) days upon the receipt of the approved Purchase Order / Work Order / Job Order, unless a different period is specified.
- Prospective Bidders / Suppliers are required to use this official quotation form in the accomplishment of their quotations/ bid proposals.
- Any specifications other than those required/stated in this form shall not be considered in the evaluation of the quotation/ bid/ award.
- Quotations must include all kinds of taxes for the item/s listed hereunder, including delivery charges.
- Price validity shall be for a period of sixty (60) calendar days from the deadline for submission of quotations.
- Quotations/ Proposals shall be submitted to the Office of the BAC Secretariat, San Ramon, Dinalupihan, Bataan
- Only sealed quotations shall be accepted.
- The bidder is required to affix his signature across the flap of the sealed envelope.
- Awarding shall be done by lot, unless so specified to be awarded by line item.
- Validity of stocks shall be 60 calendar days from the date of the opening of bids.
- Any alternation shall have a/an counter signed of the prospective bidder or else the bid will be rejected
- Payments shall be pursuant to DBM Circular No. 2013-16 dated December 23, 2013 on Implementation of the Expanded Modified Direct Payment Scheme (ExMDPS) for Accounts Payable Due Creditors/Payees of all National
- Warranty shall be for a minimum period of three(3) months, in the case of Expendable Supplies & Materials, minimum of one (1) year Non-Expendable Supplies after acceptance by the procuring entity of the delivered supplies.

OTHER CONDITIONS:

ATI-RTC III RESERVES THE RIGHT TO REJECT ANY OR ALL QUOTATIONS, WAIVE ANY FORMALITY HEREIN AND ACCEPT ONLY QUOTATIONS MOST ADVANTAGEOUS TO THE GOVERNMENT.

| ITEM NO. | QTY. | UNIT | ITEMS & DESCRIPTION | UNIT PRICE | TOTAL AMOUNT |
|----------|------|---------|--|------------|--------------|
| | | | CATERING SERVICES | | |
| | | | JANUARY 30, 2023 | | |
| | 70 | SERVING | BREAKFAST | | |
| | 70 | SERVING | AM SNACKS | | |
| | 70 | SERVING | LUNCH | | |
| | 70 | SERVING | PM SNACKS | | |
| | 70 | SERVING | DINNER | | |
| | | | JANUARY 31, 2023 | | |
| | 70 | SERVING | BREAKFAST | | |
| | 130 | SERVING | AM SNACKS | | |
| | 130 | SERVING | LUNCH | | |
| | 70 | SERVING | PM SNACKS | | |
| | 70 | SERVING | DINNER | | |
| | | | Inclusion of following Items: | | |
| | | | Refreshment Corner: Free-flowing purified water, coffee, during the whole activity | | |
| | | | Writers/Servers | | |
| | | | *** See attached Menu (subject to change with prior notice) | | |
| | | | GRAND TOTAL | | |

Approved Budget for the Contract (ABC)

ONE HUNDRED NINETY-ONE THOUSAND PESOS ONLY (PHP 191,00.00)

THE BIDS AND AWARDS COMMITTEE:

Department of Agriculture, ATI-RTC III
San Ramon, Dinalupihan, Bataan

Sir / Madam:
After having carefully read and accepted your General Instructions to Bidders, I/we submit you on the item at prices noted above. I/We understand that we have fully understood the minimum requirements of the project and agree to furnish delivery in conformity with the specifications described above.

| | | |
|--------------------------------------|-------------------|---------------------------|
| Bidder's Signature Over Printed Name | Business Name | Tax Identification Number |
| Telephone Number/ CP No. | Business Address | E-mail address |
| | Date Accomplished | |

MARBERT P. MORALES

Canvasser's Signature Over Printed Name