



Request for Quotation/ Submission of Proposal (Under Rule XVI Alternative Methods of Procurement [Sec 53.9] Small Value Procurement

202302026

End-User: \_\_\_\_\_  
PR Number: 202302030  
PR Date: \_\_\_\_\_

RFQ Number: \_\_\_\_\_  
RFQ Date: FEB 15 2023  
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 Government Agencies
- 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
<b>Food &amp; Catering Services</b>					
1	40	servings	Breakfast		
2	40	servings	Am Snack		
3	40	servings	Lunch		
4	40	servings	Pm snack		
5	40	servings	Dinner		
Note: with free flowing Brewed Coffee & Hot Choco					
6	1	day	<b>Training Hall</b>		
Note: Good for 40 persons with social distancing of 1 meter & complete sound system					
7	5	pax	<b>Accommodation</b>		
Note: 5 persons for 1 night					
...nothing follows.....					
GRAND TOTAL					

Approved Budget for the Contract (ABC) Php 67,000.00

**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	

\_\_\_\_\_ **Canvasser's Signature Over Printed Name**

To be used and serve during the Technical Briefing on Balanced Fertilization Strategy  
(Capacity Enhancement on the Operations of CFBW Batch – 1  
April 11, 2023  
San Jose, Tarlac

### **MENU**

#### **April 11, 2023**

Breakfast	PLAIN RICE, HARD BOILED EGG, LONGANISA, TORTANG TALONG WITH KAMATIS AT SIBUYAS, APPLE, COFFEE/MILO/JUICE
Am Snacks	LOMI WITH PUTO, BUKO JUICE
Lunch	PLAIN RICE, PORK SISIG, SINAMPALUKANG MANOK, INIHAW NA BANGUS, ASSORTED FRUITS
Pm Snacks	PANCIT GUISADO WITH Puto, GULAMAN
Dinner	PLAIN RICE, , EMBUTIDO, Nilagang Baka, Buttered Vegetables, Cathedral, ASSORTED FRUITS, SOUP

Note:

**Breakfast** (Unlimited Rice, 100 grains main course, 100 grams' side dish, dessert 1 bowl of soup


**AM snack** (200g Hot meal with drinks or 200g dried meal.

**Lunch** (Unlimited Rice, 150g main course meat, 150 gramsg side dish-fish, 200g vegetables, 1 bowl of soup 50g dessert.

**PM snack** (200g hot meal with drinks/200g dried meal.

**Dinner** (Unlimited Rice, 150g main course, 150g side dish-fish, 200g vegetables, 1 bowl of soup, 50g dessert.

Prepared by:

  
**Frevalyn V. Atienza**

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