



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

202304121

End-User: JAYVEE BRYAN G. CARILLO RFQ Number: \_\_\_\_\_  
 PR Number: \_\_\_\_\_ RFQ Date: JUN 07 2023  
 PR Date: 202306139 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 Schema (ExMDPS) for Accounts Payable Due Creditors/Payees of all National Government Agencies (NGAS)
  - 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>Title: Training on Coconut-Cacao Farming System</b>		
			<b>Date: August 30-September 1, 2023</b>		
			<b>Venue: Aurora</b>		
			Catering Services		
1	30x3	servings/day	Breakfast		
2	30x3	servings/day	Am snacks		
3	30x3	servings/day	Lunch		
4	30x3	servings/day	Pm snacks		
5	30x3	servings/day	Dinner		
			Note: with free flowing : *brewed coffee (brown and white sugar) * hot choco *nuts, candies & chocolates during session * drinks ( water and juice) *include alcohol beverages on the request of participants and host		
6	30x3	night	Accommodation *3 pax/room		
			*Inclusion of Training Hall and sound system		
			.....nothing follows.....		
			<b>GRAND TOTAL</b>		

Approved Budget for the Contract (ABC) 162,000.00

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: \_\_\_\_\_

JOAN P. SU-AY  
 Cassavase's Signatures Over Printed Name