



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

End-User: _____	RCG: _____	RFQ Number: <b>202402016</b>
PR Number: _____	<b>202402018</b>	RFQ Date: _____
PR Date: _____	<b>CS</b>	RFQ Sheet Number: <b>FEB 14 2024</b>

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 R. 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 (Boodle Fight)</b>		
			<b>November 4, 2024-ATI-RTC III</b>		
1	60	servings	<b>Am Snack</b> (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
2	60	servings	<b>Lunch</b> (Unlimited Rice, 150 grams main course, 150 grams side dish, 200 grams vegetable, 50 grams dessert)		
			<b>November 7, 2024-BPSU Abucay</b>		
3	65	servings	<b>Am Snack</b> (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
4	65	servings	<b>Lunch</b> (Unlimited Rice, 150 grams main course, 150 grams side dish, 200 grams vegetable, 50 grams dessert)		
5	65	servings	<b>Pm Snack</b> (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
			<b>Note:</b> <i>*Possible changes to the menu will occur if the participants and TMT requested</i> <b>*****nothing follows*****</b>		
			<b>GRAND TOTAL</b>		

Approved Budget for the Contract (ABC) **66,000.00**

**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 \_\_\_\_\_