



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

202402017

End-User: REINALYN C. GULEN
PR Number: ES 202402019
PR Date: _____

RFQ Number: _____
RFQ Date: FEB 16 2024
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 alteration 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 (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
FOOD & CATERING SERVICES					
1	40 x 5	(serving x day)	Breakfast (Unlimited Rice, 100 grams main course, 100 grams side dish, dessert, 1 bowl of soup)		
2	40 x 5	(serving x day)	Am Snack (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
3	40 x 5	(serving x day)	Lunch (Unlimited Rice, 150 grams main course, 150 grams side dish, 200 grams vegetable, 50 grams dessert)		
4	40 x 5	(serving x day)	Pm Snack (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
5	40 x 5	(serving x day)	Dinner (Unlimited Rice, 150 grams main course, 150 grams side dish, 200 grams vegetable, 50 grams dessert)		
			Note: *Food must be served hot *With free flowing brewed coffee / choco / tea *With peanuts and candies on the side *Possible changes to the menu will occur if the participants and TMT requested *****nothing follows*****		
			GRAND TOTAL		

Approved Budget for the Contract (ABC) 157,500.00

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 _____