



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

End-User: <u>JAYSON B. NIDUA</u>	RFQ Number: <u>202403073</u>
PR Number: _____	RFQ Date: <u>MAR 05 2024</u>
PR Date: <u>202403075</u>	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 P. 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
- 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	30 x 2	(serving x day)	<b>Breakfast</b> (Unlimited Rice, 100 grams main course, 100 grams side dish, dessert, 1 bowl of soup)		
2	30 x 2	(serving x day)	<b>Am Snack</b> (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
3	30 x 2	(serving x day)	<b>Lunch</b> (Unlimited Rice, 150 grams main course, 150 grams side dish, 200 grams vegetable, 50 grams dessert)		
4	30 x 2	(serving x day)	<b>Pm Snack</b> (200 grams hot meal with drinks or 200 grams dried meal e.g. sandwich, etc with drinks)		
5	30 x 2	(serving x day)	<b>Dinner</b> (Unlimited Rice, 150 grams main course, 150 grams side dish, 200 grams vegetable, 50 grams dessert)		
			<b>Note:</b> *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*****		
6	1	(pax x night)	<b>ACCOMODATION (MAY 22-23, 2024)</b>		
			<b>Note:</b> *Good for 4 pax/room *With WIFI connectivity *Room must be fully air conditioned		
7	2	day	<b>TRAINING HALL (MAY 22-23, 2024)</b>		
			<b>Note:</b> *Training Hall must be good for 30 persons *With free WIFI connectivity, sound system and projector *Training Hall must be fully air conditioned *****nothing follows*****		
<b>GRAND TOTAL</b>					

Approved Budget for the Contract (ABC) **108,000.00**

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

Remarks: This form is based on Standard Form Number SF-GOOD-60; Revised on: May 24, 2004; Standard Form Title: Request for Quotations issued by GPPB

**MENU**  
**(MAY 22-23, 2024)**

<b>May 22, 2024 (Day 1)</b>				
<b>BREAKFAST</b>	<b>AM SNACK</b>	<b>LUNCH</b>	<b>PM SNACK</b>	<b>DINNER</b>
RICE BEEF TAPA SUNNY SIDE-UP EGG FRIED GALUNGGONG COFFEE	SPAGHETTI, EGG SANDWICH, LEMONADE	RICE SWEET & SOUR CHICKEN MIXED VEGGIES GRILLED LIEMPO BANANA	TUNA PASTA W/ BREAD, ICED TEA	RICE CHICKEN CURRY PORK SISIG FRIED BANGUS BELLY ICED TEA
<b>May 23, 2024 (Day 2)</b>				
<b>BREAKFAST</b>	<b>AM SNACK</b>	<b>LUNCH</b>	<b>PM SNACK</b>	<b>DINNER</b>
RICE LONGGANISA SCRAMBLED EGG PANDESAL W/ BUTTER COFFEE	HAM AND CHEESE SANDWICH, ICED TEA	RICE CHICKEN INASAL MENUDO MOLO SOUP BANANA	BAKED MACARONI, PINEAPPLE JUICE (CAN)	RICE CHICKEN PASTEL PORK BBQ PORK SHANGHAI MELON

**PREPARED BY:**



**REYNALYN R. DESTURA**  
Administrative Support Staff II