



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

End-User: _____
PR Number: _____
PR Date: _____

202403078

RFQ Number: 202403078
RFQ Date: MAR 05 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 items 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
- 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
			Catering Services (Buffet style)		
			Minimum specs requirements in serving		
1	30x10	servings/day	BREAKFAST (Unlimited Rice, 100grams main course, 100 grams side dish, dessert, 1 bowl of soup)		
2	30x10	servings/day	AM SNACK (200grams hot meal with drinks or 200grams dried meal e.g. sandwich, etc with drinks)		
3	30x10	servings/day	LUNCH (Unlimited Rice, 150grams main course-meal, 150grams side dish-fish, 200 grams vegetables, 1 bowl of soup, 50 grams dessert)		
4	30x10	servings/day	PM SNACK (200grams hot meal with drinks, or 200grams dried meal e.g. sandwich, etc with drinks)		
5	30x10	servings/day	DINNER (Unlimited Rice, 150grams main course-meal, 150grams side dish-fish, 200 grams vegetables, 1 bowl of soup, 50 grams dessert) Note: with free following: *brewed coffee (brown and white sugar) *nuts, candies & chocolates during session *drinks (water and juice) *disinfect the area after the training session. *food must be well-cooked 1-2 hours before time of meal. *must have 3 viand of food (vegetable, meat, fish, soup and dessert and unli rice) Lunch and Dinner *possible change of menu depend on the request of participants and TMT.		
6	30x9	pax/night	Accommodation (August 5-16, 2024) 9 nights *Good for 4pax/room *with WIFI connectivity *full airconditioned		
7	10	day	Training Hall Note: good for 30 persons, with free WIFI connectivity, sound system and projector *preferably LSA		
			****NOTHING FOLLOW****		
			GRAND TOTAL		

Approved Budget for the Contract (ABC) **₱510,000.00**

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



Republic of the Philippines
Department of Agriculture

AGRICULTURAL TRAINING INSTITUTE

Regional Training Center III

Gov't Complex, San Ramon, Dinalupihan, Bataan
Contact Nos.: (047) 240-5035 | Email: atiregion3@ati.da.gov.ph & atiregion3@yahoo.com
Satellite Office: Barangay Singalat, Palayan City, Nueva Ecija 3132 | Contact nos: (044) 950-9387
Website: www.ati.da.gov.ph/ati-3; www.e-extension.gov.ph

Training of Trainers on Participatory Guarantee System (PGS) Week 1
August 5-16, 2024
Zambales

Menu

Day 1 (August 5, 2024)	
Breakfast	Plain Rice, Sunny Side-up or Scrambled Eggs, Chicken Nuggets, Dried Fish, Tomatoes, Toasted Bread, Banana
AM Snack	Crispy Katsu Sando with Fresh Buko Juice
Lunch	Plain Rice, Pork Sinigang, Fish Fillet, Adobong sitaw, Dalandan Juice, Fresh Fruits
Pm Snack	Ginataang Bilo Bilo, Four Season Juice
Dinner	Plain Rice, Chicken adobo, Sweet and Sour Fish, Tortang talong, Fresh Fruits
Day 2 (August 6, 2024)	
Breakfast	Plain Rice, Scrambled Egg, Hotdog, Fried Tinapa with Tomatoes, Toasted Bread, Fruits
AM Snack	Carbonara with Garlic Bread and Lemon Iced Tea
Lunch	Plain Rice, Beef Steak, Mixed Vegetables with Quail Eggs, Inihaw na Bangus with sawsawan toyomansi, Fresh Fruits
Pm Snack	Turon, Shanghai, Fresh Buko Juice
Dinner	Plain Rice, Beef Sinigang, Chopsuey, Fish Fillet, and Fresh Fruits
Day 3 (August 7, 2024)	
Breakfast	Plain Rice, Scrambled Egg, Fried Tinapa, Salted Egg with Slice Tomatoes, Toasted Bread, Apple
AM Snack	Buko pie, Fresh Buko Juice
Lunch	Plain Rice, Chicken Pastel, Ginisang Ampalaya with Egg, Paksiw na Bangus, Mixed Fruits
Pm Snack	Special Empanada, Banana Que with Sago at Gulaman Juice
Dinner	Plain Rice, Beef Broccoli, Sarciadong Isda, Stir-Fried Cabbage, Fresh Mixed Fruits
Day 4 (August 8, 2024)	
Breakfast	Plain Rice, Tocino, Fried Danggit with Vinegar Sauce, Sunny Side-up Egg, Toasted Bread, Banana
AM Snack	Shanghai, Buchi, and Fresh Cucumber Lemon Juice
Lunch	Rice, Sinigang na Hipon, Pork BBQ, Chopsuey with Quail Egg & Shrimp, Fresh Fruits
Pm Snack	Ube Kalamay, Palitaw, Buko Pandan Juice
Dinner	Rice, Lechon Kawali, Adobong Pusit, Lumpiang Shanghai with Vinegar, Fruits
Day 5 (August 9, 2024)	
Breakfast	Plain Rice, Scrambled Egg, Fried Boneless Bangus, Beef Tapa, Toasted Bread Apple
AM Snack	Pancit Palabok, Fresh Buko Juice
Lunch	Rice, Pineapple Pork Ribs, Ginisang Togue At Tokwa, Crispy Breaded Shrimp, Fruits
Pm Snack	Egg pie, Special Ensaymada, Soda or Juice
Dinner	Rice, Cordon Bleu, Sweet And Sour Fish, Ginisang Sayote, Fruits

WEEK 2	
Day 6 (August 12, 2024)	
Breakfast	Plain Rice, Luncheon Meat, Corned Beef Hash, Fried banana
AM Snack	Pancit, Mango And Cream Cheese Turon, Cucumber Lemon Juice
Lunch	Plain Rice, Pork Sisig, Pork And Green Bean Stir-Fry, Crab and Corn Soup, Fresh Fruits
Pm Snack	Crispy tuna shanghai, Asado Roll, Fresh Buko Juice
Dinner	Rice, Beef Caldereta, Teriyaki Salmon, Ginisang Munggo At Sotanghon, Fresh Mixed Fruits
Day 7 (August 13, 2024)	
Breakfast	Plain Rice, Tuna Egg Omelette Hotdog, Fried Tinapa with Tomatoes, Pancake, Fruits
AM Snack	Baked Mac with Toasted Bread and Iced Tea
Lunch	Plain Rice, Chicken Bistek, Grilled Squid, Sipo Egg With Shrimp And Ham, Fresh Fruits
Pm Snack	Crispy Chicken Sandwich, Soda or Iced Tea
Dinner	Plain Rice, Beef Estopado, Fish Fillet, Sotanghon At Upo Soup and Fresh Fruits
Day 8 (August 14, 2024)	
Breakfast	Plain Rice, Skinless Longganisa, Corned Beef Omelet, Salted Egg with Slice Tomatoes, Apple
AM Snack	Special Ensaymada, Ham And Cheese Bread Rolls, Sago at Gulaman Juice
Lunch	Plain Rice, Beef Mechado, Relyenong Bangus, Lumpiang Sariwa, Mixed Fruits
Pm Snack	Special Empanada, Maja Blanca, Pineapple Juice
Dinner	Rice, Beef Salpicao, Fried Galunggong with Tomatoes, Sweet & Spicy Green Beans, Fresh Fruits
Day 9 (August 15, 2024)	
Breakfast	Plain Rice or Rice, Cheesy Hotdog, Fried Danggit with Vinegar Sauce, Sunny Side-up Egg, Toasted Bread, Fried Banana
AM Snack	Cheese Puto, Kalamay Sa Latik, and Fresh Buko Pandan Juice
Lunch	Rice, Sweet and Sour Chicken, Buttered Shrimp, Chopsuey with Quail Egg and shrimp, Fresh Fruits
Pm Snack	Leche Puto, Espasol, Iced Tea
Dinner	Rice, Beef Nilaga, Breaded Butterfly Shrimp, Lumpiang Shanghai with Vinegar, Fruits
Day 10 (August 16, 2024)	
Breakfast	Plain Rice or Rice, Pork giniling, Longganisa, Tuna Egg Omelette, Apple
AM Snack	Pancit, Ham and Cheese Sandwich, Fresh Buko Juice
Lunch	Rice, Pork Estofado, Sinigang sa Miso, Inihaw na Bangus, Fresh Fruits
Pm Snack	Buchi, Beef Empanada, Lemon Iced Tea
Dinner	Rice, Pork Afritada, Fried Boneless Bangus, Pork Vegetable Stir Fry, Fresh Fruits
	<p>Note: with free following:</p> <ul style="list-style-type: none"> *brewed coffee (brown and white sugar) *nuts, candies & chocolates during session *drinks (water and juice) *disinfect the area after the training session. *food must be well-cooked 1-2 hours before time of meal. *must have 3 viand of food (vegetable, meat, fish, soup and dessert and unli rice) Lunch and Dinner *possible change of menu depend on the request of participants and TMT.

Prepared by:


JUSTINE P. PINEDA
 Administrative Support Staff III