

Name of the Procuring Entity	Project Reference Number	Name of the Project	PR No. 202403098
Standard Form Number: SF-GOOD-59	Location of the Project	Date: MAR 19 2024	
Revised on : May 24, 2004			
Standard Form Title: Purchase Request			



PURCHASE REQUEST

Department	REGIONAL TRAINING CENTER III			PR No.		Date:	
Section:	RCEF-PAS			SAI No.		Date:	
STOCK NUMBER	UNIT	ITEM DESCRIPTION	QTY.	UNIT COST	TOTAL COST		
Lot 1 Catering Services							
1	servingsxday	Breakfast	38x5	900/pax/day	171,000.00		
2	servingsxday	Am snacks	38x5				
3	servingsxday	Lunch	38x5				
4	servingsxday	Pm snacks	38x5				
5	servingsxday	Dinner	38x5				
		Note: With free-flowing: •Brewed coffee (brown and white sugar) •Nuts, candies & chocolates during session •Drinks (water and juice) Also: •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 depends on the request of participants and TMT.					
Lot 2 Training Hall and Accommodation							
6	day	Training Hall (5days, Sept. 9-13) For Training Hall, complete with: •Good sound system •Tables and chairs •Proper lightings, with projector and white screen, and •Fully airconditioned	5	110,000.00			
7	pax/night	Accommodation (4 nights, Sept. 9-12, 2024) For the accommodations, complete with: •Wi-Fi connectivity •Well-sanitized room with beddings, pillow cases & blankets, •With sanitized bath towel, hygiene kits & toiletries, and •Fully airconditioned •3 pax per room	35x4				
.....NOTHING FOLLOWS.....							
					ABC	281,000.00	
Purpose/Remarks:	To be used during the conduct of "Training on Precision Agriculture on Rice Production for Agricultural Extension Workers of Central Luzon" on September 9-13, 2024 in Nueva Ecija.						
Signature:	Requested by: <i>Rgln</i>			Approved by: <i>Joy</i>			
Printed Name:	REINALYN C. GULEN			JOEY A. BELARMINO, Ph.D.			
Designation:	OIC-Section Chief, PAS			Center Director			
Date Signed:							

MAR 19 2024

Anna Rose Pangilinan-Pineda

Anna Rose Pangilinan-Pineda



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

End-User: REINALYN C. GULEN 202403098 RFQ Number: 202403096
PR Number: _____ RFQ Date: _____
PR Date: _____ RFQ Sheet Number: MAR 19 2024

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:

- 1 Bidders are required to read the instructions and fill the blanks in typewritten form or written legibly in permanent ink.
- 2 **DEADLINE FOR SUBMISSION OF QUOTATIONS/ BIDS SHALL BE ON : Date :** **Time:**
- 3 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.
- 4 Prospective Bidders / Suppliers are required to use this official quotation form in the accomplishment of their quotations/ bid proposals.
- 5 Any specifications other than those required/stated in this form shall not be considered in the evaluation of the quotation/ bid/ award.
- 6 Quotations must include all kinds of taxes for the item/s listed hereunder, including delivery charges.
- 7 Price validity shall be for a period of sixty (60) calendar days from the deadline for submission of quotations.
- 8 Quotations/ Proposals shall be submitted to the Office of the BAC Secretariat, San Ramon, Dinalupihan, Bataan
- 9 Only sealed quotations shall be accepted.
- 10 The bidder is required to affix his signature across the flap of the sealed envelope.
- 11 Awarding shall be done by lot, unless so specified to be awarded by line item.
- 12 Validity of stocks shall be 60 calendar days from the date of the opening of bids.
- 13 Any alternation shall have a/an counter signed of the prospective bidder or else the bid will be rejected
- 14 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
- 15 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
Lot 1 Catering Services (Sept. 9-13, 2024)					
1	38x5	Serving x day	Breakfast		
2	38x5	Serving x day	Am snacks		
3	38x5	Serving x day	Lunch		
4	38x5	Serving x day	Pm snacks		
5	38x5	Serving x day	Dinner		
			Note: With free-flowing: •Brewed coffee (brown and white sugar) •Nuts, candies & chocolates during session •Drinks (water and juice) Also: •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 depends on the request of participants and TMT.		
Lot 2 Training Hall and Accommodation					
6	5	day	Training Hall (5days, Sept. 9-13)		
			For Training Hall, complete with: •Good sound system •Tables and chairs •Proper lightings, with projector and white screen, and •Fully airconditioned		
7	35x4	pax/night	Accommodation (4 nights, Sept. 9-12, 2024)		
			For the accommodations, complete with: •WI-FI connectivity •Well-sanitized room with beddings, pillow cases & blankets, •With sanitized bath towel, hygiene kits & toiletries, and •Fully airconditioned •3 pax per room		
NOTHING FOLLOWS					
GRAND TOTAL					

Approved Budget for the Contract (ABC)

Two Hundred Eighty-One Thousand Pesos (281,000.00)

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		

Carvasser's Signature Over Printed Name

MENU (SEPTEMBER 9-13, 2024)

DAY 1						
BREAKFAST	A.M. SNACK	LUNCH	P.M. SNACK	DINNER		
Rice Tocino Tuyo Sunny Side-Up Egg Coffee	Ensaymada Iced Tea	Rice Chicken Adobo Fried Bangus w/ Atchara, Batchoy Chopseyu Banana	Beef Spaghetti Blue lemonade	Rice Fried Chicken Pork Sinigang Mixed vegetables Pakwan		
DAY 2						
BREAKFAST	A.M. SNACK	LUNCH	P.M. SNACK	DINNER		
Rice Spam Daing na Bangus, Scrambled eggs Mushroom Soup Coffee	Palabok w/ puto Cucumber lemonade	Rice Beef caldereta Pakbet Cordon bleu Pakwan	Kakanin Iced tea	Rice Lumpiang ubod Sarciadong tilapia Nilagang baboy Melon		
DAY 3						
BREAKFAST	A.M. SNACK	LUNCH	P.M. SNACK	DINNER		
Rice Embutido Egg Bologna Coffee	Carbonara Iced tea	Rice Grilled Jiempo Sinigang na Hipon Chicken afritada Mangga	Clubhouse sandwich Orange juice	Rice Pork steak Shanghai Batchoy Saging		
DAY 4						
BREAKFAST	A.M. SNACK	LUNCH	P.M. SNACK	DINNER		
Rice Longganisa Egg Coffee	Sandwich Iced Tea	Rice Chicken Inasal Menudo Molo Soup Saging	Baked Macaroni 4 Seasons in Can	Rice Sweet and Sour Chicken Pork BBQ Fried bangus belly Melon		
DAY 5						
BREAKFAST	A.M. SNACK	LUNCH	P.M. SNACK	DINNER		
Rice Corned beef Scrambled Egg Pandasal w/ butter Coffee	Banana cue Pineapple orange in can	Rice Hamunado Fried tilapia Sinigang na manok Pineapple	Champorado Iced Tea	Rice Chicken Pastel Beef broccoli Nilagang gulay Banana		

PREPARED BY:


GISELLE ANN M. MANGUBAT
 ASS II