



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

End User: <u>EULA DEE A. LAÑADA</u>	RFQ Number: <u>202403104</u>
PR Number: _____	RFQ Date: <u>MAR 26 2024</u>
PR Date: _____	RFQ Sheet Number: _____

Please quote your lowest price on the item/s listed below, subject to the General Instructions below set forth, 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, Dinabughan, 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
- 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

ITEM NO.	QTY.	UNIT	ITEMS & DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
			Training on Process Documentation for FITS Batch 1		
	(36) (5)	(servings) (day)	April 15-19, 2024		
1	(36) (5)	(servings) (day)	Breakfast		
2	(36) (5)	(servings) (day)	AM Snack		
3	(36) (5)	(servings) (day)	Lunch		
4	(36) (5)	(servings) (day)	PM Snack		
5	(36) (5)	(servings) (day)	Dinner		
			Training Hall		
6	(1) (5)	(hall) (days)	*With a complete set of sound system *Fully Airconditioned *Conducting to Learning *With Wi-Fi connection *Can accommodate 30 pax		
7	5	(days)	Accommodation/Lodging *36 persons		
			To be used and served during the implementation of the Training on Process Documentation for FITS Batch 1 on April 15-19, 2024 in Sta. Ana, Pampanga		
			GRAND TOTAL		P252,000.00

Approved Budget for the Contract (ABC) **TWO HUNDRED FIFTY-TWO THOUSAND PESOS ONLY (252,000.00)**

THE BIDS AND AWARDS COMMITTEE

Department of Agriculture, ATI-RTC III
San Ramon, Dinabughan, 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	

Chairman's Signature Over Printed Name

**Training on Process Documentation on Rice-Based Technologies for FITS Staff Batch
1 April 15-19, 2024, 2023**

MENU

DATE	BREAKFAST	AM SNACKS	LUNCH	PM SNACKS	DINNER
April 15, 2024	<ul style="list-style-type: none"> • Chicken Embutido • Fried Sausage • Fried Egg sunny side up • Rice • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Cheese Burger • Ice Tea • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Egg Drop Soup • Pork Caldareta • Chinese Vegetables • Sweet and Sour Fish • Rice • Leche flan • Bot. Water 	<ul style="list-style-type: none"> • Carbonara • Toasted Bread • 4season Juice • Tea/Coffee • Distilled Water 	<ul style="list-style-type: none"> • Chicken Swam • Lechon Kawali w/ Sauce • Rice • Lagalaga Veg. Delight w/ Buro • Banana • Water
April 16, 2024	<ul style="list-style-type: none"> • Longanisa w/ Slice Tomato • Boneless Daeng na Bangus • Mushroom Omelet • Rice • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Ham & Cheese Sandwich • Iced Tea • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Egg Drop Soup • Pork Caldareta • Sweet and Sour Fish • Rice • Leche flan • Water 	<ul style="list-style-type: none"> • Sotanghon Guisado • Maja • Tea/Coffee • Ice Tea w/ Lemon • Distilled Water 	<ul style="list-style-type: none"> • Sinampalukang Manok • Pinakbet • Rice • Fruit in Season • Water
April 17, 2024	<ul style="list-style-type: none"> • Pork Omelet w/ Catsup • Fried Eggplant • Toasted Bread w/ Jam, Butter • Rice • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Pimiento Sandwich • Buko w/ Gulaman • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Crab & Corn Soup • Steamed Veg. w/ Butter Garlic Sauce • Fish Escabeche • Rice • Fruit Salad • Water 	<ul style="list-style-type: none"> • Bihon Guisado • Kutsinta w/ Latik • Sago't Gulaman • Tea/Coffee • Distilled Water 	<ul style="list-style-type: none"> • Batchoy Soup • Fried Tilapia • Chicken Barbeque • Rice • Buko Pandan • Water
April 18, 2024	<ul style="list-style-type: none"> • Longanisa w/ Slice Tomato • Bangus • Rice • Tea/Coffee • Bot. Water 	<ul style="list-style-type: none"> • Chicken Sandwich • Juice • Tea/Coffee • Water 	<ul style="list-style-type: none"> • Sinigang na Hipon • Fried Chicken • Gising-gising • Slice Fruits • Rice • Water 	<ul style="list-style-type: none"> • Spaghetti • Garlic Bread • Pineapple Juice • Tea/Coffee • Distilled Water 	<ul style="list-style-type: none"> • Tinola Manok • Pork Asado Chinese Style • Rice • Sweetened Banana • Water
April 19, 2024	<ul style="list-style-type: none"> • Nilagang Saba • Pork Tapa w/ Tomato • Salted Egg 	<ul style="list-style-type: none"> • Cheese Burger • Ice Tea w/ Tanglad • Tea/Coffee 	<ul style="list-style-type: none"> • Bolabola Fish w/ Misua • Pork Karekare • Rice • Fruit Cocktail 	<ul style="list-style-type: none"> • Baked Mac • Juice • Tea/coffee • Water 	<ul style="list-style-type: none"> • Batchoy Soup • Fried Tilapia • Chicken Barbeque • Rice



DATE	BREAKFAST	AM SNACKS	LUNCH	PM SNACKS	DINNER
	<ul style="list-style-type: none">• Rice	<ul style="list-style-type: none">• Distilled Water•			<ul style="list-style-type: none">• Buko Pandan• Water

Prepared by:


MEAMETTE Y. ROSARIO
Technical Support Staff IV

