



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

202404120

End-User: _____
 PR Number: CS 202404120
 PR Date: _____

RFQ Number: _____
 RFQ Date: APR 12 2024
 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 Victoria
ELSA V. 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
- 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 (Buffet style) (ABC: P200,000.00)					
Minimum specs requirements in serving					
1	40x5	servings/day	BREAKFAST (Unlimited Rice, 100grams main course, 100 grams side dish, dessert, 1 bowl of soup)		
2	40x5	servings/day	AM SNACK (200grams hot meal with drinks or 200grams dried meal e.g. sandwich, etc with drinks)		
3	40x5	servings/day	LUNCH (Unlimited Rice, 150grams main course-meal, 150grams side dish-fish, 200 grams vegetables, 1 bowl of soup, 50 grams dessert)		
4	40x5	servings/day	PM SNACK (200grams hot meal with drinks, or 200grams dried meal e.g. sandwich, etc with drinks)		
5	40x5	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					
LOT 2 : Accommodation (June 3-7, 2024) 4 nights (ABC: P112,000.00)					
6	4	nights	*Good for 4pax/room *with WIFI connectivity *fully air-conditioned room		
	5	days	*with free use of Training Hall (Good for 40 persons, with free wifi connectivity), Sound System and Projector		

GRAND TOTAL					

Approved Budget for the Contract (ABC) **P312,000.00**

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: _____

Contractor'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

Capacity Building for Technical Personnel on Organic Agriculture
Program
MENU

June 3, 2024	
BREAKFAST	Fried Rice, Corned Beef, Fried Talong, Scramble Egg, Hot Choco
AM SNACKS	Chicken Sandwich, Spaghetti or Carbonara, Soda/Juice
LUNCH	Brown Rice, Grilled Stuffed Bangus, Sinampalukang manok, Ensalada, Sweetened Saba
PM SNACKS	Hamburger Sandwich, Lomi w/ puto, soda/juice
DINNER	Rice, Fried Chicken, Chopsuey, Sweet and Sour Fish, Mushrrom Soup, Fresh Fruits
June 4, 2024	
BREAKFAST	Rice, Salisbury Steak, Juice
AM SNACKS	Blueberry Muffins, Ginataang Bili Bilo w/ Turon, Soda/Juice
LUNCH	Brown Rice, Chicken Oriental Wings, Fish Shanghai, Creamy Vegetables, Leche Flan
PM SNACKS	Arrozcaldo w/ Egg, Puto Kutsinta, Soda/Juice
DINNER	Rice, Grilled Pork Chop, Sinigang na Isda, Pakbet, Fresh Fruits
June 5, 2024	
BREAKFAST	Fried Rice, Pork or Chicken Tocino, Fried/Scrambled eggs/cheese/peanut butter, Hot Choco
AM SNACKS	Lomi w/ Puto, Asado Roll, Soda/Juice
LUNCH	Brown Rice, Chicken Asado, Fried Fish (sliced), Toratang Talong, Soup, Fruit Salad
PM SNACKS	Tuna Cheese Roll, Siopao, Soda/Juice
DINNER	Rice, Pork Adobo, Inihaw na Isda, Ensalada, Corn soup, Fresh Fruits
June 6, 2024	
BREAKFAST	Rice, Paksiw na Isda, Fried/Scrambled Eggs, Juice
AM SNACKS	Ham Sandwich, Sotanghon or Bihon Guisado, Juice/Soda
LUNCH	Brown Rice, Relyenong Bangus, Bicol Express, Monggo, Fresh Fruits
PM SNACKS	Banana Que, Gulaman at Sago Drink
DINNER	Rice, Chicken Afritada, Fried Fish, Hototay Soup, Fresh Fruits
June 7, 2024	
BREAKFAST	Fried Rice, Pork Tapa, Fried/Scrambled eggs/cheese/peanut butter, Hot Choco
AM SNACKS	Special Kakanin, Soda/Juice
LUNCH	Brown Rice, Beef Caldereta, Broiled Fish, Pinoy Salad, Leche Flan
PM SNACKS	Caked Sliced, Mamon, Juice/Soda
DINNER	Rice, Pork Vegetable Stirfry, Roast Chicken w/ Asian BBQ Sauce, Clear Vegetable, Soup, Fresh Fruits





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

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.

Prepared by:


JUSTINE P. PINEDA
ASS III

