



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

End-User: MARCIANO C. SANTOS RFQ Number: 202405154
PR Number: 5202405117 RFQ Date: MAY 21 2024
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.

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
1	(30)(2)	(serving)(pax)	Catering Services: Full Meals (Breakfast, AM Snacks, Lunch, PM Snacks, Dinner)		
2	2	day	Training Hall		
3	(30)(2)	(pax)(night)	Accommodation		
GRAND TOTAL					

Approved Budget for the Contract (ABC)

144,000.00

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

