Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
8575 Camerino Street, Barangay Lapidario, Trece Martires City, Cavite
Tel. No. & Fax No. (046) 419-0210
Email:rtc_calabarzon@ati.da.gov.ph
URL:https://ati2.da.gov.ph/ati-4a

REQUEST FOR QUOTATION

RFQ No.: _____ **Date:** _____

Business Name: _____
Address: _____
Contact No.: _____ **TIN:** _____

¨ Vat ¨ Non - Vat

The **DA-Agricultural Training Institute-Regional Training Center CALABARZON**, through the **Bids and Awards Committee (BAC)** intends to quote at your government price/s, taxes included, and such terms and condition that you may encounter purpose for article/s and/or services enumerated below. You may submit counter offer with different specifications, brand, terms and conditions. Same would be indicated clearly and signed by the authorized representative.

You can submit your offer in a separate cover with your official letterhead indicated clearly and signed by the authorized representative. The Institute reserves its right to accept or reject any or all bids / offers / quotation or waive any defect hereof.

MARIDELLE G. LAURIGUE
BAC Chairperson

Solicitacion No.: *RFQ-ATI-RTC4A-2024-06-094*

Purpose: Provision of meals and snacks during the conduct of Farmer-Level Training on Coconut-Coffee Farming System (Batch 2)

Place/Venue: Sta. Maria, Laguna

Activity Date: September 17-19, 2024

NO.	QTY	UNIT	SPECIFICATIONS	UNIT PRICE	TOTAL PRICE
1	35	pax	**Provision of meals and snacks**		
			Day 1: AM Snacks, Lunch, PM Snacks, Dinner		
			Day 2: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner		
			Day 3: Breakfast, AM Snacks, Lunch, PM Snacks, Dinner		
			*see additional page for detailed specifications and statement of compliance		
			*for more details, please call our landline number specified on the letterhead or email your queries/concerns to supply_rtc4a@ati.da.gov.ph		
				TOTAL AMOUNT	

I hereby certify that I am in a position to furnish the above article(s) / services at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute at Trece Martires City.
We can deliver the item/s _____ working days from receipt of the Purchase Order.
Our offer is good for _____ days only.

Canvassed by: _____
Signature over Printed Name
of ATI IV-A Canvasser

Prepared by: _____
Signature over Printed Name
Name of Proprietor/Manager/
Authorized Representative

Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
8575 Camerino Street, Barangay Lapidario, Trece Martires City, Cavite
Tel. No. & Fax No. (046) 419-0210
Email:rtc_calabarzon@ati.da.gov.ph
URL:https://ati2.da.gov.ph/ati-4a

DETAILED SPECIFICATIONS

NO.	SPECIFICATION
1	AM Snacks, Lunch, PM Snacks, and Dinner for Day 1
2	Full-board meals (Breakfast, AM Snacks, Lunch, PM Snacks, and Dinner) for Day 2 and Day 3
3	Breakfast: Inclusive of rice, main course with egg and fruits
4	AM & PM Snack: Inclusive of either noodle/rice-based, sandwich or native Filipino snack with drinks
5	Lunch & Dinner: Inclusive of rice, 1 main course (chicken/beef/fish/pork), vegetable-based viand and dessert
6	Buffet services or packed (as needed for the activity/training)
7	Availability of service crew throughout the activity/training
8	Free-flowing coffee and water
9	Availability of basic condiments for food and coffee
10	The menu shall be provided by the End-user/Training Management Staff prior to the activity
11	Additional meals and snacks may be requested by the Project Officer. Subject to additional payment based on the contract cost.