



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE

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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: _____

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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.


VIRA ELYSSA L. JAMOLIN

BAC Chairperson

Solicitation No.: RFQ-ATI-RTC4A-2024-012-253

Purpose: Provision of catering services and use of function amenities for the conduct of E-NIYOGosyo - Enhancing Coconut Farmer's Livelihood through Integrated Organic Coconut Farming System (Batch 2)

Location: Padre Burgos, Quezon

Completion: December 19-20, 2024

NO.	QTY	UNIT	SPECIFICATIONS	UNIT PRICE	TOTAL PRICE
1	2	days	Use of function amenities for 45 pax		
	45	pax	Full board meals for 2 days (Breakfast, AM Snacks, Lunch, PM Snacks, and Dinner)		
			<i>*Breakfast: Inclusive of rice, main course with egg and fruits</i>		
			<i>*AM & PM Snack: Inclusive of either noodle/rice-based, sandwich or native Filipino snack with drinks</i>		
			<i>*Lunch and Dinner: Inclusive of rice, 1 main course (chicken/beef/fish/pork), vegetable-based viand and dessert</i>		
			<i>*Free-flowing coffee</i>		
			<i>*Buffet services or packed (as needed for the activity/training)</i>		
			<i>*for more details, please call our landline number specified on the letterhead or email your queries/concerns to supply_rtc4a@ati.da.gov.ph</i>		
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