



**REQUEST FOR QUOTATION**  
**No. RFQ2024-417**

Date: May 23, 2024

Gentlemen:

Please quote at your **government price/s, taxes included**, and such terms and conditions that you may counter-propose for articles and/or services enumerated below. You may submit your quotation duly signed by your representative not later than **May 28, 2024 at 9:00 am** in an envelope or through fax/email if outside Aklan. In case of late submission and unresponsive quotations, the Institute reserves the right to reject any or all bids/offers/quotations.

Very truly yours,

**Sgd**  
**VIANNEY T. OJERIO**  
 BAC Chairperson

<b>PR Number:</b>	<b>2024-05-260 (lot 1) &amp; 2024-05-270 (lot 1)</b>	<b>ABC:</b>	<b>₱ 506,550.00</b>
<b>Mode of Procurement:</b>	NP-53.9 - Small Value Procurement		
<b>Purpose of Request:</b>	Training on Coconut-based Farming System (Batch 5); TOT on Farm Business School (FBS) (Batch 1)		
<b>Duration:</b>	<b>June 4-7 &amp; 16-28, 2024</b>	<b>Location:</b>	<b>San Miguel, Iloilo</b>
<b>Specifications:</b>	<p><b>CATERING SERVICES:</b></p> <p><b>Breakfast:</b> unlimited rice (choices of garlic, plain)          egg (choices of scrambled, sunny side up, boiled, or omelet)          fish (choices of dried fish, paksiw, fried, or adobo)          pork (choices of tocino, longganisa, fried, and abodo)          fresh fruit juices (no powdered juice drink serve)</p> <p><b>Lunch and dinner:</b> Preferably Lutong Bahay (buffet style)          unlimited rice          three (3) variances of viand (choices of fish, pork, beef or chicken)          Soup          Vegetable          fresh fruit juices (no powdered juice drink served)          Dessert</p> <p>&gt;food preferences may be arranged according to the suggested menu          &gt;free-flowing water, coffee, and chocolate drink          &gt;preferably recyclable/biodegradable container for take-out foods          &gt;follow Covid-19 safety protocols</p>		

**Schedule of Services:**

Date	Breakfast	AM Snacks	Lunch	PM Snacks	Dinner	Lodging	Venue
	No. of pax						
June 4, 2024	x	x	x	x	10	x	x
June 5, 2024	20	35	35	35	35	x	x
June 6, 2024	35	35	35	35	35	x	x
June 7, 2024	35	35	35	35	x	x	x
June 16, 2024	x	x	x	x	5	x	x
June 17, 2024	30	30	33	33	33	x	x
June 18, 2024	33	33	33	33	33	x	x
June 19, 2024	33	33	33	33	33	x	x
June 20, 2024	33	33	33	33	33	x	x
June 21, 2024	33	33	33	33	33	x	x
June 22, 2024	33	33	33	33	33	x	x
June 23, 2024	30	x	30	x	30	x	x
June 24, 2024	33	33	33	33	33	x	x
June 25, 2024	33	33	33	33	33	x	x
June 26, 2024	33	33	33	33	33	x	x
June 27, 2024	33	33	33	33	33	x	x
June 28, 2024	33	33	33	33	x	x	x



**Schedule of Prices:**

Lot #	Particulars	Qty	Unit	Unit Cost	Total Cost
	<b>Catering Services</b>				
	a. Breakfast	480	pax	₱	₱
	b. AM Snack	465	pax		
	c. Lunch	498	pax		
	d. PM Snack	468	pax		
	e. Dinner	445	pax		
	<b>Lodging Services</b>	x	x		
	<b>Venue Rental</b>	x	x		
<b>Total Cost</b>					<b>₱</b>

**Eligibility documents for submission:**

- Mayor's/Business Permit
- BIR Certificate of Registration
- PhilGEPs Registration Number/Red Membership
- Notarized Omnibus Sworn Statement
- Income Tax Return
- Professional License/Curriculum Vitae (*Consultation Services*)
- PCAB License (*Infrastructure*)
- Manual of specifications, warranty certificate, and pictures
- Bank Details (*to be submitted by winning bidder upon issuance of Purchase Order*)
- Email Address: \_\_\_\_\_
- Telephone/Mobile Number: \_\_\_\_\_

I hereby certify that I am in a position to furnish the above articles/or 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 - Regional Training Center VI, ASU Compound, Banga, Aklan.

**Name and signature of Authorized Representative:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

Price validity: \_\_\_\_\_

Warranty period: \_\_\_\_\_

**Canvassed by:** LARNEY F. MARASIGAN

**Date:** \_\_\_\_\_