



REQUEST FOR QUOTATION
No. RFQ2024-520

Date: July 5, 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 **July 10, 2024 at 9:00 am** in an envelope or through 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

PR Number:	2024-06-363 (lot 1)	ABC:	₱ 186,000.00
Mode of Procurement:	NP-53.9 - Small Value Procurement		
Purpose of Request:	Capability Building on Organic Agriculture for Agricultural Extension Workers in Western Visayas		
Duration:	July 28, 2024 to August 2, 2024	Location:	Victorias City, Negros Occidental
Specifications:	<p>CATERING SERVICES:</p> <p>Breakfast: 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>AM and PM Snacks: choices of native delicacies, sandwiches, pasta fresh fruit juices (no powdered juice drink served)</p> <p>Lunch and dinner: 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>>food preferences may be arranged according to the suggested menu >free-flowing water, coffee, and chocolate drink >preferably recyclable/biodegradable container for take-out foods >follow Covid-19 safety protocols</p>		

Schedule of Services:

Date	Breakfast	AM Snacks	Lunch	PM Snacks	Dinner	Lodging	Venue
	No. of pax						
July 28, 2024	x	x	x	x	15	x	x
July 29, 2024	20	35	35	35	35	x	x
July 30, 2024	35	35	35	35	35	x	x
July 31, 2024	35	35	35	35	35	x	x
August 1, 2024	35	35	35	35	35	x	x
August 2, 2024	35	35	35	35	10	x	x

Schedule of Prices:

Lot #	Particulars	Qty	Unit	Unit Cost	Total Cost
	Catering Services				
	a. Breakfast	160	pax	₱	₱
	b. AM Snacks	175	pax		
	c. Lunch	175	pax		



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE

Regional Training Center VI

ASU Compound, Banga, Aklan 5601
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E-mail: rtc6.dcc@ati.da.gov.ph
URL: <http://www.ati.da.gov.ph/ati-6>; www.e-extension.gov.ph

	d. PM Snacks	175	pax		
	e. Dinner	165	pax		
	Lodging Services	x	x		
	Venue Rental	x	x		
Total Cost					₱

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: WILMER Z. RENTINO

Date: _____