

**Department of Agriculture  
 AGRICULTURAL TRAINING INSTITUTE  
 REGIONAL-TRAINING CENTER-VII CENTRAL VISAYAS  
 Beside City Park, Cabawan District, Tagbilaran City  
 Mobile No: 09173218524  
 Email add: ati7.philgeps@gmail.com  
 REQUEST FOR QUOTATION**

Date: \_\_\_\_\_  
 RFQ No. \_\_\_\_\_

Name of Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Business Permit No: \_\_\_\_\_ Tin No: \_\_\_\_\_ VAT  Non-VAT

Please quote your lowest offer for the item/s described below, subject to the General Conditions stated below, and submit your quotation duly signed by you or your representative.

General Conditions:

- 1 PRICES SHOULD BE INCLUSIVE OF VAT.
  - 2 PRICE VALIDITY SHALL BE FOR A PERIOD OF 60 CALENDAR DAYS  
 PLEASE ATTACH TOGETHER WITH YOUR QUOTATION A COPY OF THE FOLLOWING:
    - I. SHOPPING
      - MAYOR'S/BUSINESS PERMIT -PHILGEPS REG. NUMBER (for 50k & above, if registered)
    - II. SMALL VALUE PROCUREMENT
  - 3 -MAYOR'S/BUSINESS PERMIT -PHILGEPS REG. NUMBER (for 50k & above, if registered)  
 -OMNIBUS SWORN STATEMENT (for ABCs above 50k) -ITR (for ABC above 500K)  
 -PROFESSIONAL LICENSE/CV (for Consulting Services) -PCAB (for infrastructure)  
 -FOR COOPERATIVE (Certificate of Compliance, Menu)
- REFERENCE GPPB RES. NO. 21-2017 DATED 30 MAY 2017
- 4 MANAGEMENT RESERVES THE RIGHT TO REJECT OUTRIGHT ANY CONTINGENT BIDS.
  - 5 BID PRICES SHOULD BE VALID 45 DAYS FROM THE DATE OF QUOTATION

**MA. GRACIA SOLIVA-PUNGAY**  
 BAC Chairman

After having carefully read and accepted the General Conditions, I/we submit our quotation/s for the item/s as follows:

ITEM NO.	QTY.	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	Total
	30	pax	Food (3 meals and 2 snacks) for 5 days		
	30	pax	Accommodation (4 nights)		
	5	days	Venue Rental		
			<i>Food:</i>		
			<i>with appetizer</i>		
			<i>at least 3 main dishes</i>		
			<i>with dessert/ fruits</i>		
			<i>with free flowing coffee/tea/milo</i>		
			<i>Supplier should include the Menu together with the Quotation</i>		
			<i>Local supplier is preferred with Organic Farm</i>		
			<i>Quotation should include venue (with internet connection )</i>		
			<b>TOTAL:</b>		-
<b>PURPOSE:</b>	For the Training on PGS Groups Towards Accreditation as OCB on December 2-5, 2024 at Argao, Cebu.				

\_\_\_\_\_  
 Printed Name /Signature  
 (Supplier/Dealer)

\_\_\_\_\_  
 Telephone No. / Cellphone No. / E-  
 mail Address