



Republic of the Philippines
 Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
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REQUEST FOR QUOTATION

DATE: Apr. 8, 2022

PURCHASE REQUEST NO.: ADMIN FUND 2022-04-58

CANVASS NO. 58

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached here with.

Very truly yours:


EDITHA S. VINUYA
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	859	servicing	Packed AM Snacks		
	859	servicing	Lunch		
	794	servicing	PM Snacks		
			attached is the Terms of Reference (TOR)		

PURPOSE:

Supply and delivery for Various Consultative Meetings and Workshops of CDMD, PPD, PAD and AFU-OD for 2nd Quarter (April-June 2022)

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return
- Notarized Omnibus Sworn Statement
- PhilGEPS Registration Number/Red Membership
- Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) 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, Elliptical Road, Diliman, Quezon City

MODEL: _____

DELIVERY PERIOD: _____

WARRANTY PERIOD: _____

PRICE VALIDITY: _____

CANVASS BY: _____

DATE: _____

Signature Over printed name of proprietor/Manager
 or Authorized Representative



TERMS OF REFERENCE

Supply and Delivery of Meal for the Various ATI Meeting for the period of April – June 2022.

Requirements:

- The service provider must have a very satisfactory feedback rating from the previous transactions in ATI (at least 3 transactions for the last 3 years), and not been a subject of any complaint from various Offices/ Units/ Divisions of ATI-CO
- The service provider must have a business address or restaurant in Quezon City to maintain the freshness and good quality of the food to be served.
- Staggered Delivery of the food base on the order of the end-user
- The service provider must deliver the meals on the proposed time of the required services:
 - Breakfast - 6:30am to 7:30am
 - Am Snacks - 9:00 am to 10:00am
 - Lunch - 11:00am to 11:30am
 - PM Snacks - 2:30pm to 3:00pm
 - Dinner - 5:00pm to 6:00pm
- The service provider must serve for an adult serving, with the following viands:

Breakfast	<ul style="list-style-type: none"> ● 1 Serving of Rice (200 grams or standard cup 1 cup) ● 1 boiled/ fried medium-sized egg; and ● 1 Serving of any of the following: <ul style="list-style-type: none"> - Dried or smoked fish (at least 60 grams) - Longganisa (at least 60 grams) - Chicken/ Pork Tocino (at least 100 grams) - Hotdog (at least 100 grams) - Spanish sardines (at least 100 grams) - Beef Tapa (at least 100 grams) ● Coffee/chocolate or tea
Lunch Dinner	<ul style="list-style-type: none"> ● 1 Serving plain rice (at least 200 grams or 1 standard cup) ● 2 Main Dishes: <ul style="list-style-type: none"> - 1 serving of Meat viands/ or dishes, such as pork/ chicken/beef/ seafood (at least 150 grams) with more lean meat and less fat - 1 serving of Fish Viands (except cream dory)

	<ul style="list-style-type: none"> • 1 serving of Vegetables viands/ or dishes (at least 100grams) • 1 serving of Dessert <ul style="list-style-type: none"> - Fruits in Season (At least 50 grams) - Leche Flan, Gulaman (buko pandan, coffee jelly, etc.) • fresh fruit juice and bottled water <p>*Coffee, Milo or Tea for Breakfast</p>
<p>Morning or Afternoon Snacks</p>	<ul style="list-style-type: none"> • 1 serving of drinks (at least 200ml) of any of the following: <ul style="list-style-type: none"> - Softdrinks - Coffee or Hot Chocolate - Iced tea - Buko Juice - Bottled water • 1 serving of any of the following: <ul style="list-style-type: none"> - noodles with chicken, No Pork, such as but not limited to, pansit/ mami/ lomi, etc. (at least 200 grams per serving) OR pasta dishes (at least 200 grams per serving); - Plus, a combination of any of the following: banana cue, turon, camote fries, etc. (at least 50 grams per serving); - Traditional Filipino delicacies such as kakanin, suman, etc. (at least 50 grams per serving); - Cakes or pastries (at least 50grams per serving) - Clubhouse sandwiches with filling of any of the following combination: ham with egg and tomato, ham with cheese and coleslaw, hotdog and cheese, tuna with coleslaw, chicken with coleslaw etc. (at least 3 layers) - Dim sum-style meals (at least 100 grams per serving) - Congee or lugaw or Arrozcaldo (at least ¾ full of medium-sized bowl) with egg

- The service provider must have a sanitary and health permit/ clearance.
- The service provider must assign a contact person that will deal with the ATI request.
- The contact person must be available via phone at all times at working hours.