Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
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Email: ati_director@ati.da.gov.ph & ati_director@yahoo.com
URL: http://www.ati.da.gov.ph; www.e-extension.gov.ph

REQUEST FOR QUOTATION

DATE: Apr. 28, 2022 **PURCHASE REQUEST NO.: PAD (RICE) FUND 2022-04-22** CANVASS NO. 24

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
			May 11, 2022 **DA F2C2 and JGF Joint Coaching on the Agro Entrepreneurship Clustering Approach**		
	25	pax	AM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
	25	pax	Lunch (3 viands choices of vegetables, fish, meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juices and bottled water)		
	25	pax	PM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
			May 16, 2022 **F2C2 Technical Support Team Meeting**		
	25	pax	AM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
	25	pax	Lunch (3 viands choices of vegetables, fish, meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juices and bottled water)		
	25	pax	PM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
			May 18, 2022 **Meeting on the Finalization of the F2C2 Program Implementing Guidelines**		
	25	pax	AM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
	25	pax	Lunch (3 viands choices of vegetables, fish, meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juices and bottled water)		
	25	pax	PM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
			**Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s.* *Note: As per Memorandum No. 1 s 2020 dtd. January 06, 2020, Item, #7 states that, "The consumption of water and light in the use of their catering function shall be borne by the caterer 1 to 30 pax- P100/day. The caterer shall pay on the first day of the event & shall be issued official receipt."*		

PURPOSE:
To be served during the Farm and Fisheries Clustering and Consolidation (F2C2) Meeting on May 11, 16 and 18, 2022 at 8:00am.

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: _____

CANVASSED BY: _____
DATE: _____

_____
Signature Over printed name of proprietor/Manager
or Authorized Representative

BAC Secretariat Office
RECEIVED
APR 28 2022
By: FIL ODMD