



REQUEST FOR QUOTATION

DATE: May 26, 2022

PURCHASE REQUEST NO.: **ISD FUND 2022-05-19**

CANVASS NO. 20

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:

Edy Ma S. Vinuya
EDY MA S. VINUYA
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	31	pax	<p>Meals July 14-15, 2022 Full-board meals (Breakfast, Lunch, Dinner) Buffet No. of pax: 31 (including 1 vegetarian - no pork, beef, or chicken) • Breakfast shall include at least: Brewed coffee/tea unlimited water bread/fried rice/steamed rice fried/boiled/scrambled egg 2 kinds of meat viands/dishes such as fish, pork, poultry, and beef with more lean meat and less fat fresh fruits • Lunch/Dinner shall include at least: 2 kinds of meat viands/dishes such as fish, pork, poultry, and beef with more lean meat and less fat vegetable dish/salad plain rice dessert drinks (water/fruit juice/coconut juice/soft drinks in can/bottle) Venue: RDEC Training Hall 2 *Prospective supplier must have a satisfactory rating feedback form 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 30 to 50 pax- P200/day. The caterer shall pay on the first day of the event & shall be issued official receipt."</p>		

PURPOSE:

For the ISD Mid Year Planning Workshop for 2022 at the ATI Central Office

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: _____
 CANVASSER BY: _____
 DATE: _____

Signature Over printed name of proprietor/Manager
 or Authorized Representative

