



REQUEST FOR QUOTATION

DATE: Sept. 6, 2022

PURCHASE REQUEST NO.: PAD (RCEF) FUND 2022-09-46

CANVASS NO. 51

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
			4th RCEF Convergence Workshop		
			Food		
	40	serving	September 18, 2022 (packed) Dinner: 2 viands (meat and fish), 1 vegetable, rice, soup, dessert		
	75	serving	September 19, 2022 (full board; buffet style) Breakfast: egg, 2 viands (meat and fish), rice, fruits		
	75	serving	AM Snack: bread/cake, juice		
	75	serving	Lunch: 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and softdrinks		
	75	serving	PM Snack: Pasta, juice		
	75	serving	Dinner: 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and softdrinks		
			Note: No pork, overflowing coffee and tea <i>*Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s.</i>		
			<i>All food and beverage items shall be purchased by the requesting party. The catering needs of the requesting party, if any shall be outsourced outside. The consumption of water and light in the use of the catering function shall be borne by the caterer. (a) 1 to 30 pax - P100/day (b) 30 to 50 pax - P200/day (c) 50 pax or more - P300/day. The caterer shall pay on the first day of the event & shall be issued official receipt. It is the duty of the requesting party to inform the caterer of the separate payment of utilities to be incurred</i>		

PURPOSE:

Food to be served during the 4th RCEF Convergence Workshop on 18-20 September 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

BAC Secretariat Office
SEP 06 2022
B. P. CDMP
1:21 PM

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