



REQUEST FOR QUOTATION

DATE: Nov. 24, 2022

PURCHASE REQUEST NO.: ADMIN FUND 2022-11-184A

CANVASS NO. 170

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
EDITHA S. VINUYA 11/24

BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
			December 5, 2022		
	25	serving	AM Snacks - Assorted kakanin and canned mango juice		
	25	serving	Lunch (buffet) - Fish tausi, chicken inasal, boiled kangkong, okra, sitaw with bagoong, soup, buko pandan, and bottled softdrinks		
	25	serving	PM Snacks - Palabok, puto and iced tea		
	25	serving	Dinner (buffet) - Sinigang na bangus, fried liempo, stir dry beans, fruits, soup, and bottled softdrinks		
			December 6, 2022		
	25	serving	Breakfast (buffet) - Beef tapa with atchara, scrambled eggs, fried fish, bread with butter, plain rice, lakatan		
	25	serving	AM Snacks - Arrozcaldo, toge, boiled egg, and canned pineapple juice		
	25	serving	Lunch (buffet) - Beef caldereta, chicken sisig, mongolian vegetables, soup, buko salad, and softdrinks		
	25	serving	PM Snacks - Burger sandwich, fries and canned juice		
	25	serving	Dinner (buffet) - Grilled tuna, langka, chicken pork adobo, fruits soup, and bottled softdrinks		
			December 7, 2022		
	25	serving	Breakfast (buffet) - Crab omelette, beef shanghai, scrambled eggs, lakatan, fresh fruits		
	25	serving	AM Snacks - Pasta-lasagna, fresh fruit juice, and bottled water		
	25	serving	Lunch (Buffet) - Fish fillet dressing, pork menudo, chicken broccoli, cream of corn soup, plain rice, fruits in season and softdrinks		
	125	serving	PM Snacks - Pansit (bihon) guisado, puto and canned pineapple juice		
	25	serving	Dinner (buffet) - Pork binagoongan/bicol express, grilled bangus, boiled kangkong, okra, sitaw with bagoong, fruits, soup, and bottled softdrinks		
			December 8, 2022		
	25	serving	Breakfast (buffet) - chicken adobo with patatas, boiled egg, adobong kangkong and lakatan		
			*with free flowing coffee		
			*Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s.		
			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		

PURPOSE:

To be served during the conduct of ATIEA Consultation Meeting on Dec. 5-8, 2022 at ATI RDEC, Training Hall, Elliptical Road, Diliman, Quezon City.

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