



Republic of the Philippines  
 Department of Agriculture  
**AGRICULTURAL TRAINING INSTITUTE**  
 ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila, 1100  
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 URL: http://www.ati.da.gov.ph; www.extension.gov.ph

**REQUEST FOR QUOTATION**

DATE: Jan. 27, 2023

PURCHASE REQUEST NO.: PPD FUND 2023-01-07

CANVASS NO. 6

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:

*for: Lark O. G. 09/30*  
**EDITHA S. VINUYA**  
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	1	unit	Bus rental service from ATI Central Office, Diliman, Quezon City to Cavite and vice versa for 50 individuals. Inclusive of driver's travelling expenses (fee, meal, etc.) toll fees and fuel. Fetch - February 14, 2023 (Q.C. to Cavite) Feery - February 17, 2023 (Cavite to Q.C.)		

**PURPOSE:**

To be used to transport participants of the activity entitled: Shifting Gears: Development of the Agricultural Training Institute's (ATI) Corporate Plan for FY 2023-2028 on February 14 and 17, 2023 from the ATI Central Office, Quezon City to the venue in Cavite and vice versa.

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