



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE

ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
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REQUEST FOR QUOTATION

DATE: Feb. 7, 2023

PURCHASE REQUEST NO.: ISD FUND 2023-01-12

CANVASS NO. 12

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: Rev. Editha S. Vinuya
EDITHA S. VINUYA
BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	33	pax	Meals February 15-17, 2023 Full-board meals (Breakfast, AM Snacks, Lunch, PM Snacks, Dinner) Shall include at least: Chicken or beef with more lean meat and less fat Vegetable Dish Plain Rice Dessert Any fish except cream dory Drinks (water/buko juice) Each snack shall include the following: Traditional Filipino delicacy or noodles/ bottled water unlimited water and brewed coffee Venue: Agricultural Training Institute Cordillera Administrative Region (ATI-CAR)		

PURPOSE:
For the Information Services Division Review and Planning Workshop 2023

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: _____

 Signature Over printed name of proprietor/Manager
 or Authorized Representative

CANVASS BY: _____
 DATE: _____