



REQUEST FOR QUOTATION

DATE: Mar. 16, 2023

PURCHASE REQUEST NO.: PAD (OA) FUND 2023-03-16

CANVASS NO. 16

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: **EDITHA S. VINUYA**
BAC Chairman

| ITEM NO. | QTY | UNIT | ITEM AND DESCRIPTION | UNIT PRICE | TOTAL |
|----------|-----|---------|--|------------|-------|
| | 35 | serving | March 30, 2023: Full board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Bread/cake, juice Lunch - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Pasta, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and coconut juice | | |
| | 35 | serving | March 31, 2023: Full board; Buffet Style Breakfast - egg, 2 viands (meat and fish), rice, fruits AM Snack - Bread/cake, juice Lunch - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert, and fruit juices PM Snack - Pasta, juice Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and coconut juice Note: No pork; Overflowing tea and coffee 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 3rd National Organic Agriculture Board Technical Working Group Meeting on March 30-31, 2023 at the ATI Board Room, ATI Building, 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