



REQUEST FOR QUOTATION

DATE: 05/03/2023

PURCHASE REQUEST NO.: PPD FUND 2023-04-22

CANVASS NO. 18

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 |
|----------|-----|----------|---|------------|-------|
| | 60 | servings | Meals Plain Rice, 3 viands choices of vegetables, fish, seafood, chicken/beef with soup, dessert and canned juice | | |
| | 288 | servings | May 22, 2023 and June 12, 2023 (Packed Dinner) May 23-26, 2023 and June 13-16, 2023 (4 days per batch with the following meal inclusions: Breakfast, AM Snacks, Lunch, PM Snacks and Dinner) Serving: Buffet 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 (Bottled water/iced tea/canned juice/softdrinks) Each snack shall include the following: Traditional Filipino delicacy, noodles or sandwiches bottled water/canned juice/iced tea/softdrinks *Inclusion of flowing coffee, sugar, creamer and water *Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service (s). The service provider must have business address or restaurant in Quezon City to maintain the freshness and good quality of the food to be served *Staggered delivery of the food base on the order of the end user; The services provider must deliver the meals on the proposed time of the required service 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:

For the food to be served for the Training Course on Design Thinking for Local Government Units on May 23-26, 2023 and June 13-16, 2023 in ATI RDEC.

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