



REQUEST FOR QUOTATION

DATE: 10/23/2023


PURCHASE REQUEST NO.: PAD (RICE) FUND 2023-10-72

CANVASS NO. 73

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:


EDITHAS. VINUYA
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	60	pax	November 6, 2023 Breakfast - 3 viands choices of fish/chicken/beef, rice, and fresh fruit w/ overflowing coffee		
	60	pax	AM Snacks - Light serving choices of either cakes, local delicacies, pasta, sandwiches, burger or with fresh fruit juices		
	60	pax	Lunch - 3 viands choices of vegetables, seafood/chicken/beef with soup, rice, dessert, fresh fruit juices and bottled water		
	60	pax	PM Snacks - Light serving choices of either cakes, local delicacies, pasta, sandwiches, burger or with fresh fruit juices		
	60	pax	Dinner - 3 viands choices of vegetables, seafood/chicken/beef with soup, rice, dessert, fresh fruit juices and bottled water		
	220	pax	November 27, 2023 Lunch - Boodle fight style with 4 viands choices of organic vegetables, organic seafood/chicken/beef with soup, organic rice, organic fruits, fresh fruit juices and bottled water		

Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory 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:

To be delivered during the 2023 National Rice Awareness Month Celebration at ATI Bldg., 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: _____

 Signature Over printed name of proprietor/Manager
 or Authorized Representative

CANVASS BY: _____
 DATE: _____