



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: 11/07/2023

PURCHASE REQUEST NO.: PAD FUND 2023-10-74A

CANVASS NO. 77

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
			<b>5-7 December 2023 (Full board meals)</b>		
	26	serving	Breakfast - egg, 2 viands (meat and fish), rice, fruits		
	26	serving	AM Snack - bread/cake, juice		
	26	serving	Lunch - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and softdrinks		
	26	serving	PM Snack - pasta, juice		
	26	serving	Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and juice		
			<b>8 December 2023 (Packed)</b>		
	26	serving	Breakfast - egg, 2 viands (meat and fish), rice, fruits Note: No pork; overflowing tea and coffee		
			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:**  
Food for the Volunteer Leaders Association of the Philippines (VLAP) 2023 National Planning and 2023 Assessment on December 5-8, 2023 at the ATI-RDEC, 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: \_\_\_\_\_

CANVASS BY: \_\_\_\_\_  
 DATE: \_\_\_\_\_

Signature Over printed name of proprietor/Manager  
or Authorized Representative

BAC Secretariat Office  
  
 B. FIL  9.44