



REQUEST FOR QUOTATION

DATE: 1/16/2024

PURCHASE REQUEST NO.: CDMD FUND 2024-01-04

CANVASS NO. 04

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
EDITHA S. VINUYA
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	28	pax	<p>February 19 to 23, 2024</p> <p>Food</p> <p>Breakfast (3 viands choices of vegetables, fish meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juice and bottled water) - Buffet</p> <p>AM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice)</p> <p>Lunch (3 viands choices of vegetables, fish meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juice and bottled water) - Buffet</p> <p>PM Snack (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juice)</p> <p>Dinner (3 viands choices of vegetables, fish meat - chicken/pork/ beef with soup, rice, dessert, fresh fruit juice and bottled water) - Buffet with the provision of flowing brewed coffee and hot choco drink, water, mint candies, and/or mixed nuts</p> <p>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</p>		

PURPOSE:

To be utilized during the conduct of the "Foundations in Rubric Development: Basic Training for Effective Performance Assessment" on February 19-23, 2024 at the Serrano Hall, 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

CANVASSER BY: _____

DATE: _____