



REQUEST FOR QUOTATION

DATE: 12/22/2023

PURCHASE REQUEST NO.: PPD FUND 2024-01-02

CANVASS NO. 03

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 12/22
EDITHA S. VINUYA
BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	1	unit	Bus Rental Services - One (1) unit bus for January 9-12, 2024 - Destination: ATI Central Office, Diliman, Quezon City to Benguet and vice versa - Vehicle must be at the ATI Central Office on January 9, 2024 at 12:00NN and in Benguet on January 12, 2024 at 10:00 AM - Vehicle must have at least 30 seater capacity - Fully airconditioned - Availability of a 24 hours action team to any road/traffic emergency situation such as accidents and Others: Inclusive of VAT, driver's food, fuel cost, toll fees, and all applicable taxes and charges		

PURPOSE:

To transport the participants of the activity entitled Igniting Excellence: PPD's Operational Planning Workshop for FY 2024 and FY 2025 Plans and Budget Proposal Preparation on January 9-12, 2024 from ATI Central Office, Quezon City to Benguet and vice versa.

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

CANVASSED BY: _____

DATE: _____