



REQUEST FOR QUOTATION

DATE: 03/20/2024

PURCHASE REQUEST NO.: PAD (HVCDP) FUND 2024-03-23

CANVASS NO. 26

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:

Lab

MILAGROS C. URBANO

BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
			Food for May 31, 2024		
	12	pax	Breakfast - 4 viands choices of fish / chicken /beef, rice, and fresh fruit with overflowing coffee		
	112	pax	AM Snacks - Light serving choices of either cakes, local delicacies, pasta, sandwiches, burger with fresh fruit juices		
	112	pax	Lunch - 4 viands choices of vegetable /chicken /beef with soup, rice dessert, fresh fruit juices and bottled water		
	112	pax	PM Snacks - Light serving choices of either cakes, local delicacies, pasta, sandwiches, burger with fresh fruit juices		
	2	pax	Dinner - 4 viands choices of vegetable /chicken /beef with soup, rice dessert, fresh fruit juices and bottled water *free flowing coffee		
			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 paymentof utilities to be incurred		

PURPOSE:

For the conduct of the 2024 PISTANG ANI NG BAYAN (Harvest Festival and Field Day) on May 31, 2024 at RDEC Training Hall, ATI Compound, 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: _____

CANVASSED BY: _____

DATE: _____

Signature Over printed name of proprietor/Manager
or Authorized Representative