



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: 06/20/2024


PURCHASE REQUEST NO.: PAD (RBO) FUND 2024-06-56

CANVASS NO. 61

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:


MILAGROS C. URBANO
BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
	50	pax	Meals July 10, 2024 (packed) Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and soft drinks		
	70	pax	July 11, 2024 (Buffet) Breakfast - egg, 2 viands (meat and fish), rice, fruits		
	70	pax	AM Snack - light serving choices of either cakes, local delicacies, pasta, sandwiches, burger with juices		
	70	pax	Lunch - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and soft drinks		
	70	pax	PM Snack - light serving choices of either cakes, local delicacies, pasta, sandwiches, burger with juices		
	50	pax	Dinner - 2 viands (meat and fish), 1 vegetable, rice, soup, dessert and soft drinks		
	50	pax	July 12, 2024 (packed) Breakfast - egg, 2 viands (meat and fish), rice, fruits		
	1	lot	Stage Arrangement (July 11, 2024) Table and chairs Flowers decoration Red carpet Note: Overflowing tea, hot chocolate and 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 payment of utilities to be incurred		

PURPOSE:

Meals and stage arrangement for the Filipino Young Farmers Internship Program in Taiwan (FYFIPT) Batch 4 Send-off Ceremony on July 11, 2024 at the ATI-RDEC, 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: _____