



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
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REQUEST FOR QUOTATION

DATE: 06/10/2024


PURCHASE REQUEST NO.: PPD FUND 2024-06-32

CANVASS NO. 32

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
	25	pax	July 9, 2024 (Breakfast, AM/PM snacks, lunch and dinner)		
	25	pax	July 10, 2024 (Breakfast, AM/PM snacks, lunch and dinner)		
	25	pax	July 11, 2024 (Breakfast, AM/PM snacks, lunch and dinner)		
	25	pax	July 12, 2024 (Breakfast, AM/PM snacks, lunch and dinner)		
			Buffet meals am/pm snacks and lunch; packed meals for breakfast and dinner		
			Breakfast, lunch and dinner shall include: 3 viand choices of vegetable, any fish (except cream dory), chicken/beef as meat, with soup, rice, dessert, fresh fruit, drinks		
			Snacks on AM/PM shall include: Traditional merienda, pasta, pastries with drinks Others: Free flowing coffee, tea and water *Prospective supplier must have a satisfactory rating feedback from previous contract. *Staggered delivery of the food base on the order of the end-user; The service provider must deliver the meals on the proposed time of the required service		

PURPOSE:

To be served for the activity entitled: "Fueling Progress and Mapping Future Success: PPD's FY 2024 Midyear Performance Review and FY 2026 Plans and Budget Proposal Preparation Workshop" on July 9-12, 2024 to be held in RDEC Hall, ATI Compound, 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

CANVASSED BY: _____

DATE: _____