



REQUEST FOR QUOTATION

DATE: 01/28/2025

PURCHASE REQUEST NO.: PAD (RBO) FUND 2025-01-08

CANVASS NO. 06

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposefully 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
			Meals		
	30	serving	February 20, 2025 Dinner (packed) 3 viands (meat, fish and vegetable) rice, soup, dessert and fresh fruit juice		
	30	serving	February 21-25, 2025 Full Brod Meals (Buffet Meals) Breakfast 3 viands (meat, fish and vegetable) rice, soup, dessert and fresh fruit juice		
	30	serving	AM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
	30	serving	Lunch 3 viands (meat, fish and vegetable) rice, soup, dessert and fresh fruit juice		
	30	serving	PM Snacks (Light serving choices of cakes, local delicacies, pasta, sandwiches and fresh fruit juices)		
	30	serving	Dinner 3 viands (meat, fish and vegetable) rice, soup, dessert and fresh fruit juice *Ensure the availability of bottled water and flowing coffee at all times *Prospective supplier must have a satisfactory rating feedback from previous contract with ATI or must not have been complained of any unsatisfactory service/s. 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:

To be served during the conduct of Young Filipino Farm Leaders Training Program in Japan (YFFLTPJ) Batch 2024 Post-Training Evaluation and Re-Entry Planning on February 20-25, 2025 at RDEC, ATI Building, Elliptical Rod, 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