



Republic of the Philippines
Department of Environment and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU XI
3rd Avenue corner V. Guzman St., Brgy. 27-C, Sta. Ana, Davao City
Email address: embdavao@emb.gov.ph / website: r11.emb.gov.ph / Tel No.:(082)234-0061

REQUEST FOR QUOTATION

RFQ No. & Date : EEIU2021-08-371 / 08.25.2021

PR No. & Date : EEIU2021-07-323-325 / 07-17-2021

The DENR-Environmental Management Bureau (EMB-XI) Bids and Awards Committee through Environmental Education & Information Unit under the Office of the Regional Director will undertake a Small Value Procurement for the project "Catering Service", in accordance with Sec. 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Catering Services re: Various EEIU Activity

Approved Budget of the

Contract : Thirty Six Thousand Pesos (P36, 000.00)

Specifications : See the attached Annex "A"

Delivery Period : September 21-23, 2021

Interested suppliers are required to submit their valid and updated Mayor's Permit, Latest Income Tax Return, and price quotation form "A" during submission of offer/quotation.

Award of contract shall be made to the lowest calculated responsive quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Submission of quotation and eligibility documents is on or before September 01, 2021 at the Procurement office, EMB XI, 3rd Avenue corner V. Guzman St. Sta Ana, Davao City.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the bidder or his duly authorized representative/s.

For inquiry, you may contact us with this Tel. No. (082) 234 0061 or +639053281340 / email add. embxi.franz@gmail.com / embxiprocurement@emb.gov.ph

Very truly yours,


MARY CHRISTYA SAJORGA
OIC, Administrative Section

PRICE QUOTATION FORM

Date: _____

The Procurement Office
Environmental Management Bureau –XI
3rd Avenue corner V. Guzman St.
Sta Ana, Davao City

Sir/ Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation hereunder is our quotation/s for the item/s as follows:

Description	Specification	Qty	Unit Price	Total Price
Catering Services	Packed			
	September 21, 2021 – AM snacks, Lunch & PM snacks	20		
	September 22, 2021 - AM snacks, Lunch & PM snacks	20		
	September 22, 2021 - AM snacks, Lunch & PM snacks	20		

Amount in words _____

The above quoted price are inclusive of all costs and applicable taxes.

Very truly yours,

Name / Signature of Representative

Name of Company

Contact No.

TECHNICAL SPECIFICATIONS

Bidders /suppliers must state “Comply” in the column “statement of compliance” against each of the individual parameters of each SPECIFICATION. Please do not just place check in the bidder’s “Statement of Compliance “.

Item	Technical Specifications	Statement of Compliance
1	Packed September 21, 2021 – AM snacks, Lunch & PM snacks September 22, 2021 - AM snacks, Lunch & PM snacks September 22, 2021 - AM snacks, Lunch & PM snacks	

I hereby certify to comply with all the above Technical Specifications.

Name of supplier/Bidder

Signature over Printed Name of Representative

Date