



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](mailto:embdavao@emb.gov.ph) / website: [r11.emb.gov.ph](http://r11.emb.gov.ph) / Tel No.:(082)234-0061

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## REQUEST FOR QUOTATION

RFQ No. & Date : GSU2021-07-166A / 07-14-2021

PR No. & Date : GSU2021-07-307 / 07-13-2021

The DENR-Environmental Management Bureau (EMB-XI) Bids and Awards Committee through General Services Unit under the Finance and Administrative Division will undertake a Small Value Procurement for the Project "Catering Services, in accordance with Sec. 53.9 of the Revised Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Catering Services re: Vehicle and Office Disinfection  
Approved Budget of the Contract : Twelve Thousand Six Hundred Pesos (P12, 600.00)

Specifications : See the attached  
Delivery period : July-August 2021

The BAC may directly negotiate a Supplier, Contractor, and Consultant with technical, legal and financial capability to deliver the goods or execute the works and perform the services to address the emergency.

A Supplier, Contractor, or Consultant may submit immediately their proposals of the said project and attach Mayor's Permit /Business Permit as the legal requirement.

Award of contract shall be made to the supplier, contractor or consultant who is confirmed capable to address the emergency.

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 / 09125378378, email add. [embxiprocurement@emb.gov.ph](mailto:embxiprocurement@emb.gov.ph)

Very truly yours,

  
**MARY CHRISTY A. SAJORGA**  
OIC, Chief Administrative Section

**PRICE QUOTATION FORM**

Date: \_\_\_\_\_

The Procurement Office  
 Environmental Management Bureau –XI  
 3<sup>rd</sup> 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	<b>Packed – Heavy Snacks</b>			
	July 16, 2021 – AM snacks	10		
	July 23, 2021 – AM snacks	10		
	July 30, 2021 – AM snacks	10		
	August 06, 2021 – AM snacks	10		
	August 13, 2021 – AM snacks	10		
	August 20, 2021 – AM snacks	10		
	August 27, 2021 – AM snacks	10		

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 SPEC IFICATION. Please do not just place check in the bidder’s “Statement of Compliance “.

Item	Technical Specifications	Statement of Compliance
1	<p style="text-align: center;"><b>Packed – Heavy Snacks</b></p> <p>July 16, 2021 – AM snacks            July 23, 2021 – AM snacks            July 30, 2021 – AM snacks</p> <p>August 06, 2021 – AM snacks            August 13, 2021 – AM snacks            August 20, 2021 – AM snacks            August 27, 2021 – AM snacks</p>	

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

\_\_\_\_\_  
Name of supplier/Bidder

\_\_\_\_\_  
Signature over Printed Name of Representative

\_\_\_\_\_  
Date