



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 : PHRMU2021-08-237 / 08.24.2021

PR No. & Date : PHRMU2021-08-365 / 08.17.2021

The DENR-Environmental Management Bureau (EMB-XI) Bids and Awards Committee through Personnel and Human Resource Management 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: Interview with the Applicants

Approved Budget of the Contract : Eighteen Thousand Pesos (P18, 000.00)

Specifications : See the attached  
Delivery period : September 27-30, 2021

Interested suppliers are required to submit their valid and updated Mayor's Permit, Latest Income Tax Return, Philgeps Registration Number, 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 August 30, 2021 at the Procurement office, EMB XI, 3<sup>rd</sup> 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. [embxiprocurement@emb.gov.ph](mailto:embxiprocurement@emb.gov.ph)

Very truly yours,

  
**MARY CHRISTYA A. SAJORGA**  
OIC, 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
<b>Catering Services</b>	<b>Packed</b>			
	<b>September 27, 2021</b> – AM snacks, Lunch & PM snacks	10		
	<b>September 28, 2021</b> – AM snacks, Lunch & PM snacks	10		
	<b>September 29, 2021</b> – AM snacks, Lunch & PM snacks	10		
	<b>September 30, 2021</b> – AM snacks, Lunch & PM 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	<b>Packed</b> <b>September 27, 2021</b> – AM snacks, Lunch & PM snacks <b>September 28, 2021</b> – AM snacks, Lunch & PM snacks <b>September 29, 2021</b> – AM snacks, Lunch & PM snacks <b>September 30, 2021</b> – 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