



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 : EEIU2021-10-437 / 1006.2021

PR No. & Date : EEIU2021-09-439 / 09.25.2021

The DENR-Environmental Management Bureau (EMB-XI) Bids and Awards Committee through Environmental Education & Information Unit the office of the Regional Director 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: Tree Planting Activity in Celebration of Global Warming and Climate Change Consciousness Week
Approved Budget of the Contract : Fifteen Thousand Pesos (P15, 000.00)
Specifications : See the attached
Delivery period : November 26, 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.

Contract shall be awarded to the lowest calculated responsive quotation submitted, and from which complied and/or have met the minimum description stated above, and with other terms & conditions stated in the price quotation form.

Due for the submission of quotation and eligibility documents will be on or before October 11, 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 or for any other concerns, you may please contact us through Tel (082) 234-0061, Mobile No. 09053281340 or via email embxi.franz@gmail.com / embxiprocurement@emb.gov.ph

Very truly yours,


MARY CHRISTY A. SAJORGA
OIC, Admin. 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 November 26, 2021 – Breakfast & Lunch	25 pax		

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	November 26, 2021 - Packed November 26, 2021 – Breakfast & Lunch	

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

Name of supplier/Bidder

Signature over Printed Name of
Representative

Date



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