



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
 Provincial Environment and Natural Resources Office
 Agusan del Norte



REQUEST FOR QUOTATION/ PROPOSAL

(thru NEGOTIATED PROCUREMENT under SMALL VALUE PROCUREMENT , Sec. 53.9)
(CATERING)

PR NO: 2025-07-174
 PR
 DATE: 07/10/2025
 END-
 USER: CENRO-NASIPIT
 ABC: 81,000.00

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT
 RFQ NO:2025-07-099
 DATE PREPARED:07-11-2025
 CLOSING DATE: 07-17-2025
 CLOSING TIME: 08:00 AM

Dear Sir/Ma'am

The Department of Environment and Natural Resources CARAGA Region, Brgy. Ambago, Butuan City is inviting of known qualificationssuppliers/distributors/contractors for a bid proposals covering the hereunder project:

ITEM NO	ARTICLE DESCRIPTION	QTY	UNIT	DENR ABC		SUPPLIER'S QUOTED PRICE (Php)	
				UNIT COST	TOTAL COST	Unit Price	Total Price
	Catering services for the conduct of 3-day Agot-Agot Falls Wetland Management Plan Workshop on July 29-31, 2025 and 2-day Agot-Agot Falls Wetland Management Plan Writeshop on August 6-7, 2025 at Anticala, Butuan City.						
1	AM Snacks:	30	pax	120.00	3,600.00		
	Bake Mac and Juice in a glass				-		
2	Lunch:	30	pax	300.00	9,000.00		
	Main Dish - Fish Fillet, Fried Pork Side Dish - Four Seasons Dessert - Fresh Fruit Rice Gulaman in a glass				-		
3	PM Snacks	30	pax	120.00	3,600.00		
	Chocolate cake and Canned Juice				-		
					-		
4	DAY- 2 AM Snacks:	30	pax	120.00	3,600.00		
	Carbonara and Juice in a glass				-		
5	Lunch:	30	pax	300.00	9,000.00		
	Main Dish - Sweet and Sour Chicken, Pork Steak Side Dish - Chicken Sotanghon Soup Dessert - Buko Pandan Salad Rice Gulaman in a glass				-		
6	PM Snacks	30	pax	120.00	3,600.00		
	Burger and Canned juice				-		

7	DAY-3 AM SNACK	30	pax	120.00	3,600.00		
	Spaghetti and Juice in a glass				-		
8	Lunch:	30	pax	300.00	9,000.00		
	Main Dish - Daing na Isda, Pork Humba Side Dish - Sinigang na Baboy Dessert - Tapioka Rice Gulaman in a glass				-		
9	PM Snacks	30	pax	120.00	3,600.00		
	Chessy Mamon and Canned juice				-		
					-		
10	DAY-4 AM Snacks:	30	pax	120.00	3,600.00		
	Chocolate cake and Juice in a glass				-		
11	Lunch:	30	pax	300.00	9,000.00		
	Main Dish - Chicken Barbeque, Pork Sinigang Side Dish - Pancit guisado Dessert - Fruit salad Rice Gulaman in a glass				-		
12	PM Snacks	30	pax	120.00	3,600.00		
	Siopao and Canned Juice				-		
					-		
13	DAY-5 AM Snacks:	30	pax	120.00	3,600.00		
	Chessy mamon and Juice in a glass				-		
14	Lunch:	30	pax	300.00	9,000.00		
	Main Dish - Fish Fillet, Pork steak Side Dish - Four Seasons Dessert - Macaroni salad Rice Gulaman in a glass				-		
15	PM Snacks	30	pax	120.00	3,600.00		
	Cassava cake and Canned Juice						
TOTAL					81,000.00		
	Documentary Requirements: (to be submitted together with the proposal)						
	1. Mayor's/Business Permit;						
	2. PhilGEPS Reg. Number/PhilGEPS Certificate;						
	3. DTI Registration Certificate;						
	4. Land Bank Account						

The Procuring Entity is inviting all suppliers/distributors/contractors to submit on specified date, a FINAL PROPOSALS from a legally, technically and financially capable suppliers/distributors/contractors.

The Procuring Entity shall draw up a list of at least three(3) suppliers/distributors/contractors of known qualifications which will submit proposal that meet the Procuring Entity's minimum technical requirement and should not exceed the ABC.

Interested suppliers/distributors/contractors may obtain application forms and further information from 8:00 A.M to 5:00 P.M., Monday to Friday at the BAC Secretariat's Office, DENR PENRO-ADN, TINIWISAN Butuan City.

The deadline for the submission of bid proposals will be on **JULY 17, 2025** Qualified proposals will be notified of award and contract execution.

The Department of Environment and Natural Resources PENRO-ADN has the rights to reject any proposals, annul, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected suppliers/distributors/contractors in accordance with Sec.41 of Revised IRR9184

FE C. DACUMOS
DMO-V/Chief, TSD
BAC, Chair

Signature Over Printed Name

Company Name

Address

Canvass By:

Tel No. /Cellphone No. / e-mail address

TERMS AND CONDITIONS

1. Service Providers shall provide correct and accurate information required in this form
2. Service Providers may quote for any or all items, unless otherwise stated.
3. Price quotation/s must be valid for a period of sixty (60) calendar days from the closing date.
4. Price quotation/s, to be dominated in Philippine Pesos shall include all taxes, duties and/or levies payable.
5. Price quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of Contract shall be made to the lowest calculated and responsive offer which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are initialed by the authorized representative of the Service Provider
8. The item/s and/or services shall be delivered according to the requirements specified herein/attached Terms of Reference.
9. The DENR shall have the right to review/examine submissions relative to the project to confirm conformity to the project requirements
10. Payment shall be made in accordance with the Terms of Conditions of the Contract.
11. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed completion period shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the Contract, without prejudice to other courses of action and remedies open to it