



Republic of the Philippines
Department of Environment and Natural Resources

Visayas Avenue, Diliman Quezon City, 1100
Tel. Nos. (632) 929-66-26 x (632) 929-62-52
929-66-20 x 929-66-33 to 35
929-70-41 to 43

REQUEST FOR PROPOSAL

P.R. NO: 2020-06-0831 MODE OF PROCUREMENT: Negotiated Procurement (Small Value Procurement)
P.R. DATE: 6-6-2020 REF. NO.: RFP-2020-009
END-USER: Climate Change Service DATE PREPARED: Sept. 2, 2020
PRN: CLOSING DATE/TIME: Sept. 7, 2020 10:00 AM

- The DENR-Central Office, through its Bids and Awards Committee for Regular Operations, invites eligible bidder/s to submit duly signed proposal/quotation not later than the closing date and time for the procurement project stated below:

Item No.	Description	TOTAL ABC (₱) (VAT Inclusive)
1	1 lot Consulting Services for Climate Change Service for six Months	₱311,388.00

- Proposal/quotation received in excess of the ABC shall automatically be rejected.

- Interested consultant/s must submit the following documents:

1.	Proof of PhilGEPS Registration (Registration Number/Certificate)
2.	A. For Consulting firms/company <ul style="list-style-type: none"> • Valid & current SEC/DTI Registration • Valid and current Business Permit B. Individual Consultant <ul style="list-style-type: none"> • BIR Certificate of Registration;
3.	Completely filled out and duly signed Technical Proposal Form and Financial Quotation Form (Annex "A")
4.	Duly conformed Terms of Reference
5.	Curriculum Vitae of the Consultant
6.	Duly signed and notarized Omnibus Sworn Statement, using the GPPB prescribed form.

Failure to submit all documents as required above shall be automatically be disqualified.

- Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
- Award of Contract shall be made to the lowest calculated and responsive quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- Refusal to sign and accept the Award or enter into contract without justifiable reason, maybe a ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- Open proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), Basement, DENR-Main Building and/or thru e-mail address bac.co@denr.gov.ph and/or fax number (02) 8926-2675, further inquiries, you may coordinate with Mr. Lamberto S. Ramos/Ms. Dianne G. Ibias at the same contact details.
- DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time in accordance with Section 41 of RA 9184 and its IRR without thereby incurring liability to the affected supplier.

SGD

DIANNE G. IBIAS

OIC Chief, Procurement Mgt. Section
Property & Supply Management Division

PLEASE USE THIS FORM. DO NOT RETYPE OR ALTER

Annex A

TECHNICAL PROPOSAL FORM

Item No.	Description / Technical Specifications	Qty
1	See attached Terms of Reference	1 lot

Project Requirements/Terms and Conditions:

- 1) **Contract Duration/Effectivity** period: **Until December 31, 2020** from receipt of Notice to Proceed.
- 2) **Delivery Site:** Materials Handling Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
- 3) **Replacement of Defective Items:** Within Fifteen (15) Calendar Days upon receipt of Notice of Defects from DENR.
- 4) **Warranty: One (1) Year** from issuance of Certificate of Inspection and Acceptance.
- 5) Payment shall be made in accordance with the Terms and Conditions of the Contract.
- 6) **Liquidated Damages (LD)** equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed period shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of LD reaches 10% of the amount of the Contract, without prejudice to other courses of action and remedies open to it.

**FINANCIAL QUOTATION FORM
(PRICE MUST BE VAT INCLUSIVE)**

Item No.	DESCRIPTION	QTY	ABC PRICE (₱)	BIDDER'S PRICE QUOTATION (₱)	
				Monthly cost	Total (per month x 6)
1	Consulting Services for Climate Change Service for six (6) months	1 lot	311,388.00		

BIDDER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements, hereby OFFER to supply/deliver/perform the above described items.

I/We undertake, if our proposal is accepted, to deliver the items/services in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this quotation is binding on us.

NAME OF COMPANY (IN PRINT)

SIGNATURE OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE

ADDRESS: _____

Designation: _____
Date: _____
Email Address: _____
Telefax No.: _____
Mobile Number: _____