



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**  
**KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



**REQUEST FOR QUOTATION**

|                   |                          |                             |                                   |
|-------------------|--------------------------|-----------------------------|-----------------------------------|
| <b>P.R. NO:</b>   | <b>2024-09-2392</b>      | <b>MODE OF PROCUREMENT:</b> | <b>NP-Small Value Procurement</b> |
| <b>P.R. DATE:</b> | <b>11 September 2024</b> | <b>REF. NO.:</b>            | <b>RFQ-2024-330</b>               |
| <b>END-USER:</b>  | <b>GSD</b>               | <b>DATE PREPARED:</b>       | <b>24 September 2024</b>          |
| <b>PRN:</b>       | <u>11289317</u>          | <b>CLOSING DATE/TIME:</b>   | <b>02 October 2024 10:00 AM</b>   |

1. 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:

| DESCRIPTION                                      | QTY | UNIT | TOTAL ABC (P)<br>(VAT INCLUSIVE) |
|--------------------------------------------------|-----|------|----------------------------------|
| Pest Control Services at the DENR-CO for CY 2025 | 1   | LOT  | 900,000.00                       |

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


3. Interested bidder/s must submit the following documents:

| <b>A. ELIGIBILITY DOCUMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Valid and current Certificate of PhilGEPs Registration (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);<br>or<br>PhilGEPs Registration Number                                                                                                                                                                |
| 2.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Valid and Current Mayor's/Business Permit for CY 2024                                                                                                                                                                                                                                                                                                                                                       |
| <p><i>Note: 1. Previously submitted Eligibility Documents that remain valid until the closing date do not need to be re-submitted by the bidder/s.</i><br/> <i>2. If Annex "A" documents in the PhilGEPs Platinum Registration are valid, the Business/Mayor's Permit is not required.</i><br/> <i>3. If the Business/Mayor's Permit has expired, the bidder may submit the Official Receipt (OR) for renewal with the expired permit, provided that the renewal application is within the three (3) months from the permit's expiration.</i><br/> <i>4. Special Power of Attorney/Board Resolution/Authorization as duly authorized representative valid for six (6) months. (If applicable)</i></p> |                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>B. TECHNICAL AND FINANCIAL DOCUMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Completely filled out and duly signed Technical Proposal Form and Financial Quotation Form (Annex "A")                                                                                                                                                                                                                                                                                                      |
| 4.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | For ABCs above Php500,000.00, duly signed and notarized Omnibus Sworn Statement, using the GPPB prescribed form with attached:<br>a) Notarized Special Power of Attorney, if sole proprietor opts to appoint a representative;<br>or<br>b) Notarized Secretary's Certificate/Board Resolution evidencing the authority of the designated representative/s for corporations                                  |
| 5.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | For ABCs above Php500,000.00, 2023 Annual Income Tax Return and Latest Income Tax Returns per Revenue Regulations 3-2005; Tax returns filed through the Electronic Filing and Payment Systems (EFPS). The latest income and business tax returns are those within the last six months preceding the date of bid submission (including copy of VAT returns and corresponding payments for the last 6 months) |
| 6.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Certificate of Attendance for the company or their representative for attending the IPM training or seminar                                                                                                                                                                                                                                                                                                 |

|     |                                                                                                                                                                                                                                                                                                                                          |                                |                                                                                                                                                           |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.  | Proof that the company is in business of pest control services for at least fifteen (15) years, present verifiable proof that the company has been in operation since March 2008, acceptable documentation includes, but is not limited to: SEC Certification, Contracts, or any valid document issued by recognized government agencies |                                |                                                                                                                                                           |
| 8.  | List of pesticide and Chemicals to be used, including the Materials Safety Data Sheet (MSDS) and Certificate of Product Registration from FPA or FDA                                                                                                                                                                                     |                                |                                                                                                                                                           |
| 9.  | Proof of Membership in any of the following association:<br>a. Pest Control Association of the Philippines (PCAP)<br>b. Philippine Federation of Pest Management Operators Associations (PFPMOA)<br>c. Pest Exterminators Association of the Philippines (PEAP)                                                                          |                                |                                                                                                                                                           |
| 10. | Valid and current License of Pest Control Operator from Fertilizer and Pesticide Authority (FPA)                                                                                                                                                                                                                                         |                                |                                                                                                                                                           |
| 11. | List of contractor's Key Personnel with attached documentary requirements as follows:                                                                                                                                                                                                                                                    |                                |                                                                                                                                                           |
|     |                                                                                                                                                                                                                                                                                                                                          | Key Personnel                  | Minimum Years of Experience Required                                                                                                                      |
|     |                                                                                                                                                                                                                                                                                                                                          | Documents                      |                                                                                                                                                           |
| a.  | Two (2) Person Supervising Pesticide Handlers<br>- Five (5) Years Employed                                                                                                                                                                                                                                                               | Five (5) Years Similar Project | - Certification of Fit to Work (Physically and Mentally Fit), Occupational Safety and Health Standards (OSHS) / Training / Certificate 8 Hours            |
| b.  | Five (5) or Six (6) Person Pesticide Handlers<br>- Five (5) Years Employed                                                                                                                                                                                                                                                               | Five (5) Years Similar Project | - Certification of Fit to Work (Physically and Mentally Fit), Occupational Safety and Health Standards (OSHS) / Training / Services / Certificate 8 Hours |

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

4. Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
5. 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.
6. Refusal to sign and accept the Award or enter into contract without justifiable reason, may be grounds for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
7. Open proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), 2<sup>nd</sup> Floor, 2-Storey Warehouse, DENR Compound, and/or thru e-mail address [ampbac.co@denr.gov.ph](mailto:ampbac.co@denr.gov.ph) and/or fax number (02) 8926-2675. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/Ms. Gianina P. Agir at the same contact details.
8. If thru email, kindly indicate in the subject **ATTENTION: RIO A. REYES - RFQ-2024-330**.
9. 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.

  
**DIANNE G. IBIAS**  
 Chief, Procurement Mgt. Section-PSMD &  
 Head, BAC Secretariat 

## Technical Proposal Form



Republic of the Philippines  
**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**

Visayas Avenue, Diliman, Quezon City, 1100  
 Trunkline (632) 929-6626; 929-6628; 929-6635; 929-4028; 929-3618  
 Voice-Over-Internet-Protocol (VOIP) Trunkline (632) 988-3367  
 Website: <http://www.denr.gov.ph> / E-mail: [Web@denrgov.ph](mailto:Web@denrgov.ph)



## TERMS OF REFERENCE

*as of 20 September 2024*

### PROCUREMENT OF PEST CONTROL SERVICES FOR CY 2025

The Department of Environment and Natural Resources (DENR) Central Office seeks to procure the services of a company specializing in Pest Control Preventive Maintenance and Comprehensive Termite Control Treatment. The service provider must implement an Integrated Pest Management (IPM) program, which emphasizes sustainable, long-term pest suppression and prevention. IPM is an environmentally responsible approach that combines various technological, biological, and management practices to control pests while minimizing risks to human health and the environment. This approach aligns with DENR's commitment to environmental stewardship and ensures the safety and well-being of its facilities and personnel.

#### I. Approved Budget for the Contract

*One (1) Lot Pest Control Services for CY 2025*

- Monthly Amount: ₱75,000.00
- Total for One (1) Year: ₱900,000.00

The Grand Total for one (1) year of pest control services, covering the DENR Central Office, DENR Compound, including Bulwagan-BMB and Boso-Boso Warehouse, is ₱900,000.00.

#### II. General Rules

The Winning Bidder is required to implement an "Integrated Pest Management (IPM) Program" for the Pest Control Preventive Maintenance and Comprehensive Termite Control Treatment. As part of this, the company must submit a **pest control management plan** based on IPM principles, along with a **Certificate of Attendance** confirming that the company or its representative has participated in an IPM training or seminar.

Additionally, the company must adhere to the relevant provisions of the Implementing Rules and Regulations (IRR) of Presidential Decree No. 856: *Code on Sanitation of the Philippines*, specifically Chapter XVI on Vermin Control.

The Service Provider is also responsible for supplying all necessary requirements for the execution of the project, including permits, tools, chemicals, equipment, materials, and competent manpower.

#### III. Location

Pest control services shall be conducted exclusively on weekends and/or holidays, starting no earlier than 6:00 AM, subject to the approval of the Director for Administrative Service. The General Services Division (GSD) will oversee and monitor the implementation of these services at the following locations:



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|    | Location                   | Floor Area (sq.m.) Approx. | Type of Materials                 | No. of floors |
|----|----------------------------|----------------------------|-----------------------------------|---------------|
| 1  | DENR Main Bldg.            | 15,000                     | Massive concrete with 3 elevators | 8 floors      |
| 2  | HOSTEL                     | 1,200                      | Semi-concrete                     | 3 floors      |
| 3  | Annex Bldg.                | 1,700                      | Semi-concrete                     | 1 floor       |
| 4  | Bulwagang Ninoy            | 1,000                      | Semi-concrete                     | 3 floors      |
| 5  | SECAL Bldg.                | 882                        | Concrete                          | 3 floors      |
| 6  | Employees Welfare Building | 500                        | Concrete                          | 2 floors      |
| 7  | PEMSEA/UNDP                | 400                        | Concrete                          | 2 floors      |
| 8  | Boso-Boso Warehouse        | 750                        | Semi-Concrete                     | 1 floor       |
| 9  | Covered Court              | 2000                       | Concrete                          | 1 floor       |
| 10 | Motorpool Facilities       | 500                        | Semi-Concrete                     | 1 floor       |
| 11 | MRF                        | 30                         | Semi-Concrete                     | 1 floor       |
| 12 | Multi-Purpose Building     | 1,739                      | Concrete                          | 1 floor       |
| 13 | Two-Storey Building        | 488                        | Concrete                          | 2 floors      |

## Other Areas

|   |                                      |
|---|--------------------------------------|
| 1 | Material Recovery Facility           |
| 2 | DENR Covered Court                   |
| 3 | DENR Central Office Compound Grounds |

## IV. Scope of Services

The Service Provider shall render and perform the highest quality Integrated Pest Management (IPM) services for one (1) year. IPM emphasizes preventive measures, monitoring, and the use of safe and sustainable pest control methods, minimizing risks to human health and the environment. Services shall be performed once every month or as the need arises, with additional treatments provided as needed if service performance is deemed unsatisfactory (e.g., ineffective treatment, trap retrieval or reinstallation, area cleaning, etc.). Prior to treatment, the Service Provider must secure a Work Permit from the General Services Division.

The Service Provider shall provide the following services after conducting a thorough assessment and inspection of the areas, incorporating IPM strategies to ensure effectiveness, safety, and sustainability:

## 1. Insect Control

- a. **Monthly preventive treatment:** Residual spraying on building premises to manage crawling pests (cockroaches, ants, etc.) using environmentally safe and approved chemicals. Preference should be given to biological control agents and eco-friendly insecticides.
- b. **Targeted treatments:** Spraying, thermal fogging, and/or misting for flying insects (flies, mosquitoes, etc.), ensuring the destruction and elimination of breeding sites. Service provider should use IPM-compliant solutions that minimize harm to non-target species and the environment.

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- c. **Weekly gel baiting:** For cockroaches, ants, and other pests, focusing on high-risk areas identified through inspection. Monitoring and minimal pesticide use are prioritized.
- d. **Document protection:** Special services for folders, files, and sensitive documents, ensuring that insecticide applications will not cause harm to the materials.
- e. **Breeding site management:** In addition to chemical treatment, physical methods such as sealing entry points and removing stagnant water or food sources should be implemented.
- f. **Innovative strategies:** Service provider may recommend alternative, IPM-approved strategies, subject to DENR approval. This may include non-chemical methods such as mechanical traps, pheromone-based monitoring, or habitat modification.
- g. **Scheduled spraying (second Sunday):** Thermal fogging and misting, focused on controlling flying insects, conducted in an environmentally responsible manner. Preventive methods like installing insect screens and removing potential water sources should also be encouraged.

## 2. Rodents Control

- a. **Comprehensive assessment:** Identify infestation areas and implement targeted control strategies that adhere to IPM principles. Strategies should include minimizing rodent access to food, water, and shelter.
- b. **Non-chemical control:** Install rodent (mice and rats) glue boards, baits, and traps (steel cage traps) in strategic locations within DENR buildings. Monitoring and regular maintenance of these traps should be prioritized over chemical controls, reducing the need for rodenticides.
- c. **Trap management:** Weekly monitoring and maintenance of traps, ensuring they are replaced or removed as necessary to maintain efficacy.
- d. **Quarterly rodenticide treatments:** Use FDA or FPA-approved chemicals, but only when necessary. Non-chemical control methods should be exhausted before resorting to chemical treatments, with an emphasis on human safety and environmental protection.
- e. **Innovative solutions:** The Service Provider may propose additional rodent control methods, pending DENR approval, ensuring they align with IPM standards.

## 3. Cats Control

- a. **Humane trapping:** Steel cage traps shall be installed at strategic locations. The use of nets and extendable snare poles is permitted, but all methods must comply with humane treatment standards.
- b. **Monitoring and recording:** The Service Provider shall record the location of all traps and submit regular reports to the General Services Division.
- c. **Coordination with local authorities:** Prior to capturing or trapping, the Service Provider shall secure the necessary permit from the Local Government of Quezon City.

## 4. Termite Treatment and Control

- a. **Integrated termite management:** Identify termite colonies and treat infested areas inside buildings and grounds using a 1:1 ratio pesticide solution or other IPM-compliant methods, such as bait stations or barrier treatments. Non-chemical termite control methods, such as moisture management and removal of wood sources, should be prioritized where applicable.



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- b. **Safe application:** All treatments must prioritize the safety of DENR employees and visitors, using the least toxic, most effective solutions that align with IPM standards.
- c. **Monitoring and follow-up:** Continuous monitoring of treated areas shall be conducted to assess the effectiveness of treatments and determine if re-treatment is necessary.

#### V. Equipment and Manpower Requirement

The Service Provider shall provide the following key personnel:

| Key Personnel                                                            | Minimum Years of Experience Required | Documents                                                                                                                                          |
|--------------------------------------------------------------------------|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Two (2) Person Supervising Pesticide Handlers<br>Five (5) Years Employed | Five (5) years<br>Similar Project    | Certification of fit to work (Physically and mentally fit), Occupational Safety and Health Standards /Training/ Certificate 8 Hours                |
| Five (5) or Six (6) Person Pesticide Handlers<br>Five (5) Years Employed | Five (5) years<br>Similar Project    | Certification of fit to work (Physically and mentally fit), Occupational Safety and Health Standards (OSHS)/Training/ Services/Certificate 8 Hours |

#### VI. Required Chemicals to be Used

##### 1. Safety and Regulatory Compliance

The Service Provider shall ensure the use of only safe, effective formulations of pesticides and insecticides that are duly approved by the Fertilizer and Pesticides Authority (FPA) or the Food and Drug Administration (FDA). All chemicals used must comply with current regulatory standards to safeguard health and the environment.

##### 2. Submission of Documentation

The Service Provider is required to submit a comprehensive list of pesticides and chemicals intended for use. This submission must include the following:

- a. **Material Safety Data Sheet (MSDS)** for each chemical.
- b. **Certificate of Product Registration** from either the FPA or FDA, depending on the applicable regulatory authority.
- c. The specific uses of each chemical and their respective **chemical classifications**.

##### 3. Responsible Disposal

The Service Provider shall be responsible for the **proper disposal** of any empty pesticide chemical containers and any unused or leftover chemicals/pesticides,

## Technical Proposal Form

ensuring adherence to all applicable environmental and waste disposal regulations.

### VII. Minimum Requirements

#### 1. Company Experience

The Bidder must have been actively engaged in the pest control service industry for at least fifteen (15) consecutive years. The Bidder is required to present verifiable proof that the company has been in operation since March 2008. Acceptable documentation includes, but is not limited to:

- SEC Certification
- Contracts with government or private entities
- Any other valid document issued by recognized government agencies

#### 2. Affiliation with Professional Associations

The Bidder must be a current member, in good standing, of at least one (1) of the following recognized pest control associations in the Philippines:

- Pest Control Association of the Philippines (PCAP)
- Philippine Federation of Pest Management Operators Associations (PFPMOA)
- Pest Exterminators Association of the Philippines (PEAP)

Valid membership documentation must be submitted as proof.

#### 3. Licensing Requirements

The Bidder must hold a current and valid Pest Control Operator (PCO) license issued by the Fertilizer and Pesticide Authority (FPA). A copy of the latest license must be submitted as part of the bidding documents.

### VIII. Other Requirements

1. Submit a pest control management plan based on IPM principles within seven (7) days from date of the contract.
2. Submit a report, attend meetings and conduct monitoring on a weekly basis.
3. Provide recommendations or ideas to improve the pest control services.

### IX. Proof of Services Rendered

The Service Provider is required to submit an Accomplishment Report and a Certificate of Treatment to the General Services Division (GSD). These documents must include photographs and specify the areas treated, along with the chemicals used. Please use the following table as a reference for organizing the information:

| Type of Pest      | Chemicals /traps Used | Location of Treatment | Area Treated (sq.m) | Number/ Weight (if applicable) | Method of Disposal |
|-------------------|-----------------------|-----------------------|---------------------|--------------------------------|--------------------|
| 1. Cockroaches    |                       | DENR C O              |                     |                                |                    |
| 2. Rodents        |                       | Main Bldg             | 15,000              |                                |                    |
| 3. Flying Insects |                       | Annex Bldg            | 1,700               |                                |                    |
| 4. Termites       |                       | Secal Bldg            | 882                 |                                |                    |
|                   |                       | Hostel Bldg           | 1,200               |                                |                    |

## Technical Proposal Form

|  |  |                         |       |  |  |
|--|--|-------------------------|-------|--|--|
|  |  | Welfare Bldg            | 500   |  |  |
|  |  | MRF                     | 30    |  |  |
|  |  | PEMSEA UNDP             | 400   |  |  |
|  |  | Covered Court           | 2000  |  |  |
|  |  | Motorpool<br>Facilities | 500   |  |  |
|  |  | BMB Bulwagan            | 1,000 |  |  |
|  |  | Boso-Boso<br>Warehouse  | 750   |  |  |
|  |  | Two-Storey<br>Building  | 488   |  |  |

The pest control service shall be conducted in the presence of a designated representative from the General Services Division, who will ensure and validate that the work is completed to satisfactory standards.

Submission of reports detailing the service provided shall be a prerequisite for processing payment.

**X. Warranties**

The warranty for the General Pest Control Services shall be for the entire duration of the contract.

**XI. Terms of Payment**

Payment for the pest control services shall be made on a monthly basis, contingent upon the submission of all required documentation and compliance with all applicable government taxes.



Technical Proposal Form

Prepared by:



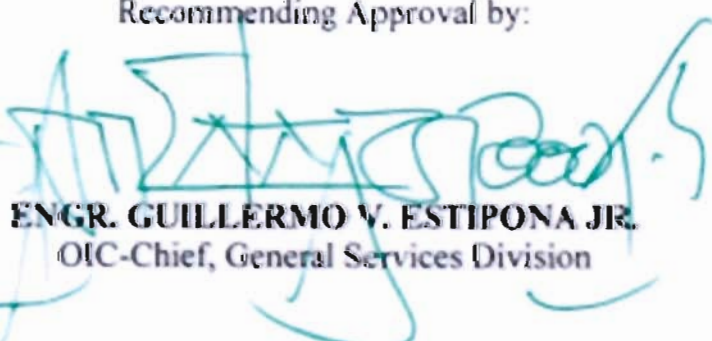
**ANGELITO D. ESTRADA**  
Administrative Assistant V

Noted by:



**ENGR. RANDY L. TIN, CE**  
Section Chief, BMS-GSD

Recommending Approval by:



**ENGR. GUILLERMO V. ESTIPONA JR.**  
OIC-Chief, General Services Division

Approved by:



**ROLANDO R. CASTRO**  
Director, Administrative Service

**Project Requirements/Terms and Conditions:**

1. **Delivery/completion period:** Refer to Terms of Reference (TOR).
2. **Delivery Site:** Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
3. **Price quotation/s,** to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subjected to deduction of applicable Government Tax
4. DENR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
5. **Replacement of Defective Items:** Within **ten (10) Calendar Days** upon receipt of Notice of Defects from DENR.
6. **Warranty:** Three (3) months in case of Expendable Supplies and One (1) Year in the case of Non-expendable Supplies from issuance of Certificate of Inspection and Acceptance. Warranty Certificate must be submitted during delivery.
7. **Amendment to Order** may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
8. **Payment** shall be made in accordance with the Government Terms
9. **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.
10. **Bidder has no overdue deliveries or unperformed services intended for DENR-CO.**

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

| Item No.            | DESCRIPTION                                      | QTY | UNIT | ABC per Unit (P)       | TOTAL ABC per Unit (P) | BIDDER'S PRICE QUOTATION (P) |       |
|---------------------|--------------------------------------------------|-----|------|------------------------|------------------------|------------------------------|-------|
|                     |                                                  |     |      |                        |                        | Unit Cost                    | Total |
| 1                   | Pest Control Services at the DENR-CO for CY 2025 | 1   | lot  | 75,000.00 / month X 12 | 900,000.00             |                              |       |
| <b>Grand Total:</b> |                                                  |     |      |                        | <b>900,000.00</b>      |                              |       |

*Note: The ABC is inclusive of VAT. Proposals exceeding the ABC will not be accepted. Each line item's ABC must also not be exceeded, if any.*

**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 PO/ 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: \_\_\_\_\_