




**REQUEST FOR QUOTATION**  
**PROVISION OF HIRING OF SERVICE PROVIDER/CONSULTANT FOR THE CONDUCT OF IMPACT ASSESSMENT**  
**OF SEVEN (7) CBFM-CARP PROJECTS IMPLEMENTED IN CY 2013 (RE-BID)**  
**P.R. No. 2021-03-0021**

1. The Government of the Philippines – Department of Environment and Natural Resources, Region 8 (DENR R8), in accordance with GAA FY 2021 will undertake Alternative Method of Procurement through Highly Technical Consultant (Section 53.7) the sum of Three Hundred Fifty-Seven Thousand Pesos & 00/100 only (Php357,000.00) being the Approved Budget for the Contract (ABC) to payment under the Contract for the Provision of Hiring of Service Provider/Consultant for the Conduct of Impact Assessment of Seven (7) CBFM-CARP Projects Implemented in CY 2013 (Re-Bid) for Official Use of DENR8- Conservation and Development Division/PFMS for which this Request for Quotation is issued.
2. The DENR R8, hereinafter referred to as the “Purchaser” now requests you to submit price quotation for the Provision of Hiring of Service Provider/Consultant for the Conduct of Impact Assessment of Seven (7) CBFM-CARP Projects Implemented in CY 2013 (Re-Bid) for official use of DENR R8 as specified in Attachment 1.
3. A set of technical specifications for the items are provided in Attachment 1. All items listed under the Purchaser’s Specifications must be complied with on a pass-fail basis. Failure to meet any one of the requirements may result in rejection of the quotation.
4. Bidding procedures will be conducted in accordance with the provision of the Implementing Rules and Regulations (IRR) of Republic Act 9184 as amended.
5. It is the intent of the Purchaser to evaluate the bid / quotation for each item separately, and award will be made to the bid / quotation or combination of bids / quotations resulting in the overall lowest cost. Bid / quotation for one or more or all items will be considered. Contract award will be made to the lowest evaluated quotation(s) meeting purchaser’s technical specifications.
6. Bid / Quotation Proposals must be delivered and dropped in the Bid Box at the Procurement Section, DENR Regional Office 8, Sto. Niño Ext., Tacloban City not later than **12:00 noon, MAY 03, 2021**. Bid Opening shall be done on same day or as scheduled by the RBAC.
7. Bidders shall enclose their Bid / Quotation Proposals, which may be typewritten or handwritten, in one sealed envelope marked with the name of the contract: **Provision of Hiring of Service Provider/Consultant for the Conduct of Impact Assessment of Seven (7) CBFM-CARP Projects Implemented in CY 2013 (Re-Bid)**, bearing the name and address of the Bidder, addressed to the Procuring Entity’s BAC Chairman, bearing a warning, “**DO NOT OPEN BEFORE...**”, and date and time of Closing of Bid / Quotation Proposal. Bid opening shall follow or will be done during the RBAC Regular Conference. Late bid / quotations proposals shall no longer be accepted.
8. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded. All bids must be within the ABC. Bids in excess of the ABC will be automatically disqualified.
9. Bids / quotations shall be valid for sixty (60) calendar days from the deadline of submission of bids.
10. The delivery period shall be within **thirty (30) calendar days** from receipt of Purchase Order. The supplier should inform the Purchaser (DENR R8) a day before the date of delivery. The delivery shall be made only during working days and hours.
11. The applicable rate for the late deliveries is one tenth (1/10) of one percent (1%) of the cost of the un-performed portion of the contract for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of contract, the Purchaser shall rescind the contract without prejudice to other courses of action and remedies open to it.
12. The Purchaser reserves the right to accept or reject any quotation, and to annul the bidding / shopping process or reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders. The Purchaser (DENR R8) reserves the right to waive minor deviations / defects or infirmities therein. A minor deviation / defect or infirmity is one that does not materially affect the overall performance and functionality of the equipment and the capability of the supplier to perform the contract.
13. Prospective bidders should submit duly accomplished Quotation Form with Attachment 1 and authenticated copies of the following documents, to wit:
  - a. Mayor’s / Business Permit
  - b. PhilGEPS Registration Number
  - c. Omnibus Sworn Statement
  - d. Professional License/Curriculum Vitae

  
**ARTURO N. SALAZAR, DM, CESO IV**  
Chairperson, Regional Bids and Awards Committee  
Assistant Regional Director for Management Services

**QUOTATION FORM**  
**PROVISION OF HIRING OF SERVICE PROVIDER/CONSULTANT FOR THE CONDUCT OF IMPACT ASSESSMENT**  
**OF SEVEN (7) CBFM-CARP PROJECTS IMPLEMENTED IN CY 2013 (RE-BID)**

P.R. No. 2021-03-0021 (PFMS)

Date: March 19, 2021

**The BAC Chairman**  
DENR Regional Office 8  
Sto. Niño Extension, Tacloban City

1. Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned, offer to supply and deliver the following items **(with our unit price and total price)**.

<b>Provision of Hiring of Service Provider/Consultant for the Conduct of Impact Assessment of Seven (7) CBFM-CARP Projects Implemented in CY 2013 (Re-Bid)</b> ABC = Php357,000.00						
Item	Purchaser's Specifications / Description	<i>Bidder's Specifications</i> (Please specify country of Origin, Brand and Model) (Please fill-up accordingly)	Qty.	Unit	Unit Price	Total Price
1	<b>Hiring of Service Provider/Consultant for the Conduct of Impact Assessment of Seven (7) CBFM-CARP Projects Implemented in CY 2013 (Re-Bid)</b>		1	Lot		
	<b>SCOPE OF WORK</b>					
	1. Conduct a review of relevant guidelines and related literatures such as case studies, articles, CBFM-CARP accomplishment and assessment reports, and other CBFM-CARP evaluation documents for the benchmarking and impact assessment of sites under CBFM-CARP.					
	2. Participate in inception/orientation meetings to be organized by the region and submit inception report or work plan based on the discussion with regional authorities through the CBFM Coordinator.					
	3. Conduct data gathering for the impact assessment of Seven (7) Projects CY 2013 approved CBFM-CARP projects in Region VIII using the CBFM-CARP assessment tool, methodology and guidelines.					
	<b>PROJECT SITES</b>	<b>NAME OF PEOPLES ORGANIZATION</b>				
	1. Sitio Canlugoc, Brgy. Lunas, Maasin	Young Innovator for Social and Environment Development				
	2. Brgy. Visares, Capoocan, Leyte	Unyon sa Mag-uuma sa Capoocan (UMACAP)				
	3. Brgy. Ungale, Madao & Baganito, Biliran	Kawayan CBFM Producers Association (KCPA)				
	4. Brgy. Villa Caneja, Naval, Biliran	Villa Caneja Farmers Association (VFA)				
	5. Brgy. Tomalistis, Caibiran, Biliran	Tomalistis Forest Savers Association (TOFSA)				
	6. Brgy. Ginagdanan, San Roque, N. Samar	Brgy. Ginagdanan CBRMP Organization (BGCO)				
	7. Brgy. Luisita, Victoria, Northern, Samar	Luisita Upland Farmers Association (LUFA)				

	4. Consolidate the data gathered covering his/her assignment and analyzed and processed gathered data using appropriate statistical analysis tools.					
	5. Submit a report after completion of activities following a standard format to include lessons learned and recommendations for the next CBFM-CARP impact assessment.					
	6. Perform other related tasks deemed necessary to carry out aforementioned activities.					
	<b>B. DELIVERABLES</b>					
	1. Inception Report: A summary matrix shall be prepared during the first week of the engagement including work schedule, outline of work plan and methodology to complete the tasks.					
	2. Report on the Literature Review that includes the following: 2.1 Review of relevant guidelines and related-15 to 30 days; 2.2 Relevant Criteria and Indicators (C&I) and verifiable measures for the assessment of impacts brought about by CBFM-CARP activities to the lives of farmer/PO beneficiaries-200 days; and 2.3 Review the CBFM-CARP assessment tool, methodology and guidelines- 70 days.					
	3. Report on the data gathered during the impact assessment of Seven (7) project sites CY 2013 approved CBFM-CARP projects and processed these data to include analysis and use of appropriate statistical analysis tools.					
	4. Capsule Proposal with the following outline: 4.1 Introduction 4.2 Objectives 4.3 Methodologies 4.4 Work Plan including schedule and plan number of enumerator to be hired.					
	<b>TOTAL</b>					
	<b>***NOTE: LATE BID / QUOTATIONS PROPOSALS SHALL NO LONGER BE ACCEPTED. BIDS IN EXCESS OF THE ABC WILL BE AUTOMATICALLY DISQUALIFIED.</b>					
	<b>*****NOTHING FOLLOWS*****</b>					

2. We, undertake, if our quotation or bid is accepted, to deliver the above items within **thirty (30) calendar days** delivery period from receipt of Purchase Order (PO).
3. We, agree to abide by this quotation / bid for a period of **sixty (60) days** after the deadline of submission specified in the RFQ.
4. We, understand that payment for items delivered will be made to the winning supplier after the inspection and acceptance of items delivered.

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Telephone / Fax Nos. : \_\_\_\_\_

Authorized representative : \_\_\_\_\_

Signature : \_\_\_\_\_

Designation : \_\_\_\_\_