



RFQ - 18 - 2024

REQUEST FOR QUOTATIONS

Professional Gardening and Landscaping Maintenance Services

The Embassy of the Republic of the Philippines in Amman is inviting qualified professional service providers to submit service/price quotations for PROFESSIONAL GARDENING AND LANDSCAPING MAINTENANCE SERVICES for a contract period of twelve (12) months from 01 January 2025 to 31 December 2025.

The following minimum requirements and scope of work include, but not limited to the following:

1. Complete gardening, horticultural and landscaping maintenance & enhancement services, to include the following:
 - a. Cover a total garden/lawn area of 500 sqm (approximate)
 - b. Supply all necessary tools, equipment and materials to be used on-site
 - c. Proper irrigation, propagation, weeding, mowing, reseeding, cultivation and cleaning of the entire garden, including all the flora and soil in the garden, lawn and perimeter/fence (approx. 110 meters) areas.
 - d. Trim, prune, shape and groom all plants, trees, shrubs and all other flora
 - e. Provide and apply regularly appropriate fertilizers, pesticides, fungicides, soil and soil enhancer and other growing media to manage proper garden health and all types of pests and diseases
 - f. Replant, restock and enhance overall garden design and layout, including all potted and on ground garden materials, irrigation and lighting systems
 - g. Dispose all yard waste appropriately after every service schedule
2. Minimum of three (3) scheduled onsite visits per week by one (1) professional and uniformed gardener
3. Scheduled monthly onsite visit/consultation by an agricultural engineer or manager
4. Contract will be subject to termination or renegotiation on either party by giving one-month advance notice
5. Authorized Signatory: **Wilfredo C. Santos**
Ambassador
6. Quoted price should be in Jordanian Dinar and should include all applicable taxes, duties and/or levies payable; and
7. Bidders should accept a send-bill payment arrangement every end of the month.

The procurement will be undertaken in accordance with all pertinent and applicable procurement rules and regulations.

Please quote your best offer, subject to the Terms and Conditions provided. You may submit your quotation duly signed by the authorized representative not later than **12 December 2024, 1200H.**

Open quotations may be submitted through email amman.pe@dfa.gov.ph or in person at the Embassy of the Republic of the Philippines located at No. 20 Salah Touqan Street, Kharbit Al Sweifieh, Amman, Jordan.

For further information, you may call us at (+962) 7-7798-8818.

We look forward to your continued cooperation on matters of mutual concern and we hope to receive feedback from you as soon as possible.

Sincerely yours,


JOHN DANILO G. JIAO, JR.
Administrative Officer

01 December 2024

Terms and Conditions: 1) Bidders shall provide correct and accurate information, such as name of company, address, email, contact information, 2) Award of contract shall be issued to the lowest calculated and responsive bid which complies with the technical specifications and other terms and conditions, 3) The Embassy reserves the right to reject any and all quotations, declare a failure of bidding or not to award the contract for any justifiable and reasonable grounds.