



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
REGION III & IV-B

2/F Guest House Bldg., PCA Compound, Elliptical Road, Diliman, Quezon City 1101
Tel. Nos.: (02) 8927-5227 (02) 8924-4761
pcaregion1.4b@gmail.com / regionivb@pca.gov.ph

REQUEST FOR QUOTATION

Date: March 26, 2025

RFQ No.: **2025-03-24**

The Philippine Coconut Authority Region III & IV-B through its Regional Bids and Awards Committee (RBAC), intends to procure **Various Materials needed for the repair/improvement of the APCDC Admin building/facilities** with a total Approved Budget for the Contract amounting to **One Hundred Fifty-One Thousand and Eight Hundred Pesos (Php151,800.00)** in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of the Republic Act No. 9184.

Please submit your quotations/proposals duly signed by you or your duly authorized representative for the item described herein, subject to the Terms and Conditions and Technical Specifications attached in this Request for Quotation (RFQ). The procurement period covers from **March 26-April 2, 2025**.

A copy of your **Mayor/Business Permit, PhilGEPS Registration Certificate, and Omnibus Sworn Statement (OSS)** are also required along with your quotation/proposal. Quotation with the aforesaid documentary requirements shall be submitted in a sealed envelope either manually or through mailing at the address indicated below **not later than April 2, 2025, 5:00 PM**. Evaluation of offer/s will be on **April 3, 2025, 9:30 AM**.

For any clarification, please feel free to contact Ms. Nikitah E. Danay, at tel. nos. 09953660982 or email at pcadinalungan@gmail.com.

(SGD.) JUDY dP. PINGCO
Chairman, RBAC

Philippine Coconut Authority
Aurora Provincial Coconut Development Center (APCDC)
Brgy. Dibaraybay, Dinalungan, Aurora
Email Address: pcadinalungan@gmail.com

QUOTATION/ PROPOSAL

Date: _____

Name of Business: _____

Address: _____

Nature of Business: _____

Business Permit No.: _____

Tax Identification No.: _____

PhilGEPS Registration Number: _____

Quotation/ Proposal (please indicate the kind of goods with the total bid amount and any other related offer):

Quantity	Unit	Item Description	Unit Cost (PhP)	Total Cost (PhP)
		Office and Training Hall Repair Supplies		
4	Box	Stranded Wire (No. 10)		
2	Box	Tox Screw (6 mm.)		
20	Piece	Moulding (3/4)		
3	Piece	Electrical Tape (Large)		
3	Can	Gloss White Paint (16 L)		
4	Piece	Paint Brush (No.2)		
4	Piece	Paint Brush (No.3)		
4	Piece	Paint Roller Brush		
4	Piece	Roller Paint Tray		
4	Can	Tinting Color (Raw Sienna 1/4 L)		
4	Can	Latex (Chocolate Brown 1/4 L)		
5	Piece	Bulb (11 W)		
2	Piece	Receptacle (4x4)		
6	Piece	Plywood (1/4)		
1	Kl	Common Nail (No.1)		
2	Set	Four Socket Extension Wire		
		Kitchen Washing Area Repair Supplies		
31	Piece	Tiles (60x60)		



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75	Piece	Tiles (30x30)		
4	Bag	Cement		
2	Kl	Tile Grout		
4	Piece	Steel Matting		
1	Bag	Tile Adhesive cement		
4	Piece	Angle Bar (1/4x1)		
		Comfort Room Repair Supplies		
9	Piece	Flexible Hose		
5	Set	Lavatory		
		Street and Perimeter Light Supplies		
2	Box	Stranded Wire (No. 12)		
15	Piece	Bulb (11 W)		
15	Piece	Receptacle (4x4)		
1	Roll	Flexible Electrical Hose		
10	Piece	Light Switch		
2	Piece	Electrical Tape (Large)		
		Grand Total:		

Attachments: Mayor/Business Permit, PhilGEPS Registration Certificate, Omnibus Sworn Statement

Signature over Printed Name

Office Telephone/Fax No.

Mobile No.

Email Address

INSTRUCTIONS

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. All Technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
4. Failure to follow instructions will disqualify your entire quotation.

Technical Specifications

Unit	Item Description	Quantity	Statement of Compliance (please indicate “comply” or “not comply”)
	Office and Training Hall Repair Supplies		
Box	Stranded Wire (No. 10)	4	
Box	Tox Screw (6 mm.)	2	
Piece	Moulding (3/4)	20	
Piece	Electrical Tape (Large)	3	
Can	Gloss White Paint (16 L)	3	
Piece	Paint Brush (No.2)	4	
Piece	Paint Brush (No.3)	4	
Piece	Paint Roller Brush	4	
Piece	Roller Paint Tray	4	
Can	Tinting Color (Raw Sienna 1/4 L)	4	
Can	Latex (Chocolate Brown 1/4 L)	4	
Piece	Bulb (11 W)	5	
Piece	Receptacle (4x4)	2	
Piece	Plywood (1/4)	6	
Kl	Common Nail (No.1)	1	
Set	Four Socket Extension Wire	2	
	Kitchen Washing Area Repair Supplies		
Piece	Tiles (60x60)	31	

Piece	Tiles (30x30)	75	
Bag	Cement	4	
Kl	Tile Grout	2	
Piece	Steel Matting	4	
Bag	Tile Adhesive cement	1	
Piece	Angle Bar (1/4x1)	4	
	Comfort Room Repair Supplies		
Piece	Flexible Hose	9	
Set	Lavatory	5	
	Street and Perimeter Light Supplies		
Box	Stranded Wire (No. 12)	2	
Piece	Bulb (11 W)	15	
Piece	Receptacle (4x4)	15	
Roll	Flexible Electrical Hose	1	
Piece	Light Switch	10	
Piece	Electrical Tape (Large)	2	

Signature over Printed Name



General Terms and Conditions

1. Bidders shall provide correct and accurate information required in the forms.
2. Price quotations must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s to be dominated in the Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest quotation which complies with the technical specifications, schedule of requirements and terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or your duly authorized representative.
7. The PCA Region III & IV-B RBAC shall have the right to inspect the goods to confirm their conformity to the technical specifications once delivered.
8. All goods/services should be delivered within fifteen (15) calendar days after signing the Purchase Order.
9. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PCA Region III & IV-B 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.

Signature over Printed Name

