



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
Elliptical Road, Diliman, Quezon City 1101 Philippines
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Website: pca.gov.ph

REQUEST FOR QUOTATION

The Philippine Coconut Authority (PCA), through its General Services Division, will undertake a Small Value Procurement posted in PhilGEPS with DBM REF#10176155 for the "Furniture and Fixtures" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
Furniture and Fixtures to be used at 8F Executive Lounge.	Php. 681,229.00

The prospective bidders may bid for any lot or all of the lots mentioned above and shall submit the following in a sealed envelope.

- SEC or DTI Registration Certificate
- Mayor's Permit or Business Permit CY2023
- PhilGEPS Registration
- Current Income Tax Return duly received by BIR
- Prescribed Omnibus Sworn Statement (10 items)

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from September 29 to October 4, 2023, 1:00pm.

- Manual/physical submission in a sealed envelope at the General Services Division's office, 5th floor, PCA R&D Bldg., Diliman, Quezon City
- Via online or electronic submission at pcaqc@yahoo.com

Attached is the Terms of Reference as Annex "A".

For inquiries, you may contact us at telephone no. 8-928-4501 loc. 406/408 or email us at pcaqc@yahoo.com

Very Truly Yours,

EDSEL B. PABELLANO
Division Chief III, GSD

TERMS OF REFERENCE

PROJECT: SUPPLY AND DELIVERY OF CUSTOMIZED FURNITURE & FIXTURES FOR PCA EXECUTIVE LOUNGE

LOCATION: PCA CENTRAL OFFICE R&D BLDG., DILIMAN, QUEZON CITY

I. SCOPE OF WORK

Supply and delivery of the following Furniture and Fixtures for the Executive Lounge, 8th floor, PCA R & D Building

LOT	UNIT	QTY	ITEM DESCRIPTION AND SPECS	ABC
1	PC	1	CONFERENCE TABLE Laminated MFC Top in Olive Shape using Wilson Art Laminate PVC Edging to match board in high quality E1 classification 32-50MM THICKNESS TOP WITH FLIP COVER Solid leg in Dual Laminated MFC Finish using Wilson Art Laminate WIRE MANAGEMENT Dimension: 2600 x 1200 x 750mm	126,320.00
	PC	10	EXECUTIVE CHAIR Frame & Back: Fully Upholstered in Cow Leather made in Belgium Abrasion & Color Fastness of Belgium Cow Leather is 80,000 cycle. SEAT: Fully Upholstered moulded foam in Cow Leather with MECHANISM: Synchronize mechanism in 5 Lockable position GAS LIFT: Imported Gaslift with 2 years warranty BASE: Aluminum Base in Solid metal steel CASTER: Nylon Caster in 60mm size PASSED BIFMA TEST 350 pounds weight seating capacity COLOR: BLACK	141,041.00
	PC	3	3-SEATER SOFA Fully upholstered seat and back using SYMPHONY FABRIC from BELGIUM with abrasion and color fastness is 80,000 cycle, Interior parts using Uratex High Density Foam with combination of moulded foam as lumbar support Sofa Structure is a combination of Marine Plywood with E1 classification and metal structure support Powder Coated Metal Legs finish Dimension: 189" x D32" x 28"HT	102,828.00
	PC	1	ROUND TABLE with Metal Legs 1000 X 750MM HT 25mm thick top in Laminated MFC using Wilson Art Laminate PVC Edging using Wilson Art Edgeband Board in high quality E1 classification Tri Support Metal Leg in Powder Coated Finish Dimension: 1000 X 750MM HT	7,920.00
	PC	6	ACCENT CHAIR Fully upholstered seat and back using SYMPHONY FABRIC from BELGIUM with abrasion and color fastness is 80,000 cycle, Interior parts using Uratex High Density Foam with combination of moulded foam as lumbar support Powder Coated Metal Legs finish	104,160.00
	PC	1	RECTANGULAR CENTER TABLE Laminated table top in Wilsonart laminate finish PVC edging to match the table top Tempered glass with 4mm thickness Powder coated tubular legs Dimensions: 1000(L)X500(W)X450(HT)	12,880.00
	PC	2	CARPET RUGS IMPORTED CARPET RUGS SIZE: 5000 X 4000MM THICKNESS: 10MM HEIGHT COLOR FASTNESS: 69,000 CYCLE RUGS: 80,000 CYCLE Powder Coated Metal Legs finish	95,200.00
	LOT	1	CUSTOMIZED CURTAIN DRAPE DRAPES USING SYMPHONY FABRIC FROM BELGIUM RUGS: 80,000 CYCLE ABRAISION: 80,000 CYCLE COLOR FASTNESS: 85,000 CYCLE MECHANISM: METAL ROD IN POWDER FINISH WITH MANUAL OPERATION	44,720.00
	PC	4	ROUND TABLE with Metal Legs D450 X 450MM HT 25mm thick top in Laminated MFC using Wilson Art Laminate PVC Edging using Wilson Art Edgeband Board in high quality E1 classification Tri Support Metal Leg in Powder Coated Finish Dimension: D450 X 450MM HT	28,160.00
	PC	3	CONSOLE TABLE 25mm thick top in Laminated MFC using Wilson Art Laminate PVC Edging using Wilson Art Edgeband Board in high quality E1 classification 30X30 METAL LEGS IN POWDER COAT FINISH DIMENSION: 1000L X 450W X 800H	18,000.00
TOTAL				Php681,229.00

II. OTHER TERMS AND CONDITIONS

1. The prospective bidder shall bid for all items as indicated in Lot 1 above.
2. The prospective bidder shall submit the following eligibility documents:
 - a. SEC or DTI Registration certificate
 - b. Mayor's Permit
 - c. PhilGEPS Registration Number
 - d. CY 2022 Income and Business Tax Return duly received by BIR
 - e. Prescribed Omnibus Sworn Statement (notarized)
3. Financial proposal and complete set of eligibility documents shall be submitted in a sealed envelope on or before October 4, 2023, 1:00pm at the General Services Division's office 5th floor, PCA R&D Bldg., Diliman, Quezon City.
4. Incomplete submission of required eligibility documents will result into disqualification of bids.
5. Delivery period: 20 days upon receipt of approved Purchase Order (PO).
6. Warranty: one (1) year from acceptance.
7. The quoted price shall be valid 30 days upon receipt of Purchase Order.
8. Payment terms: 30 days upon acceptance

Conforme:

Bidder's Authorize Representative

Date: _____