



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
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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 no. **9791395** for the “Supply and delivery of meals for the conduct of mid-year assesment on the implementation of the Coconut Hybridization Program under CFDIP” in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
SUPPLY AND DELIVERY OF MEALS FOR THE CONDUCT OF MID-YEAR ASSESSMENT ON THE IMPLEMENTATION OF THE COCONUT HYBRIDIZATION PROGRAM UNDER CFIDP	₱99,750.00

The prospective bidder shall submit the following eligibility documents as prescribed below:

- SEC or DTI Registration certificate
- Mayor’s Permit
- PhilGEPS Registration
- Prescribed Omnibus Sworn Statement

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from May 26, to May 29, 2023 08:00 am:

- Manual/physical submission in a sealed envelope at the General Services Division’s office 5th floor, PCA R&D Building, Diliman Quezon City; or
- 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 to 09 loc. 406/408 or email us at pcaqc@yahoo.com

EDSEL B. PABELLANO
Division Chief
General Services Division

“A food-secure Philippines with prosperous farmers and fisherfolk”



TERMS OF REFERENCE

I. PROJECT AND LOCATION

PROJECT : To provide meals for the conduct of mid-year assessment on the implementation of the Coconut Hybridization Program under CFIDP on May 31 – June 2, 2023

LOCATION : PCA Cental Office Diliman, Quezon City

II. SCOPE OF WORK

Provide meals for the mid-year assessment on the implementation of the Coconut Hybridization Program under CFIDP on May 31 – June 2, 2023 :

LOT 1: MEALS TO BE SERVED

1. Dinner (Food packs) for 35 pax on May 31, 2023.

MENU:

- Rice
- Roast Beef
- Creamy Chopsuey (no pork)
- Chicken caldereta
- Dessert (choice of: Banana, Leche flan, Coffee jelly)

Breakfast (Food packs) for 45 pax on June 02,2023.

MENU:

- Clubhouse sandwich
- Chicken Alfredo
- Bottled water
- Coffee

2. Full board meals (Buffet style) for 60 pax on June 01,2023.

MENU:

Breakfast

- Fried Boneless Bangus
- Fried rice/plain rice
- Fried egg
- Bottled juice

AM snacks

- Assorted kakanin (3pcs)
- Bottled juice

Lunch

- Rice
- Beef steak
- Lumpiang Ubod
- Yellow fin
- Dessert (choice of: Banana, mixed fruits, leche flan, coffee jelly)
- Bottled water

PM snacks

- Pancit bihon (no pork)
- Puto 2pcs
- Bottled juice

Dinner

- Rice
- Grilled chicken
- Sinigang na hipon
- Ginisang sitaw w/ kalabasa with malunggay
- Dessert (choice of: Banana, Leche flan, Coffee jelly)

- Free-flowing coffee throughout the activity.
- Provide plates, glasses, spoon and forks and other cutleries to be used during meals.
- Provide atleast two (2) uniformed waiters during the activity

TOTAL ABC: 99,750.00

III. OTHER TERMS AND CONDITION

1. The prospective bidder shall submit the following together with their financial proposal in a sealed envelope on May 29, 2023, 08:00am at 5th floor, General Services Division, PCA R&D Building. Diliman, Quezon City.

- SEC/DTI/CDARegistration Certificate
- Mayors' Permit or Business Permit
- PHILGEPS Registration
- Omnibus Sworn Statement (10 items)

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from May 26-29,2023 08:00am

- a. Manual/Physical submission in a sealed envelope at the General Services Division's Office 5th floor, PCA R&D Building, Diliman Quezon City
- b. Via online or electronic submission at pcagc@yahoo.com

Delivery /Payment terms: Date of Event

Payment is 15 days upon completion.

The quoted price shall be valid 30 days upon receipt of Purchase Order.

Conforme:

Bidder's Authorized Representative