



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
Elliptical Road, Diliman, Quezon City 1101 Philippines
Tel. Nos.: (02) 8928-4501 to 09 Fax No.: (02) 8926-7631
<http://www.pca.da.gov.ph>

May 10, 2023

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#9732449 for the "Modular Partition for 18 persons" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184. (Please see attached Terms of Reference, Annex "A")

ITEMS	ABC
Modular Partition for 18 persons	Php. 245,000.00

The prospective bidders shall submit the following in a sealed envelope.

- SEC or DTI Registration Certificate
- Mayor's Permit or Business Permit
- PhilGEPS Registration
- Prescribed Omnibus Sworn Statement (10 items)

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from May 9 to 12, 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

"A food-secure Philippines with prosperous farmers and fisherfolk"





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TERMS OF REFERENCE

PROJECT : SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION WITH GLASS FOR 18 PERSONS

LOCATION : PCA R&D BLDG. PCA COMPOUND, ELLIPTICAL RD. DILIMAN, QUEZON CITY

I. SCOPE OF WORK

Supply, delivery, installation of modular partition with glass for 18 persons.

Specifications:

Size: 1.2m x 1.2m x .6m

Tempered Glass Size: 30cm X 4mm

Material: Aluminum and Fabric

Main Table and Side Table (Side Support Panel Leg 25mm thickness) (Material: Laminated MDF with PVC Edging)

With Bottom Rail Management

Panel Thickness: 34mm

Grommet hole on top of the table.

Main table and side table must be panel mounted.

Please see attached floor plan.

OTHER TERMS AND CONDITIONS

1. The prospective bidders shall submit the following in a sealed envelope.
 - a. SEC or DTI Registration Certificate
 - b. Mayor's Permit or Business Permit
 - c. PhilGEPS Registration
 - d. Prescribed Omnibus Sworn Statement (10 items)
2. Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from May 9 to 12, 2023, 1:00pm.
 - a. Manual/physical submission in a sealed envelope at the General Services Division's office, 5th floor, PCA R&D Bldg., Diliman, Quezon City
 - b. Via online or electronic submission at pcaqc@yahoo.com
3. The delivery period from the receipt of Purchase Order is 12 calendar days.

Conforme:

Bidder's Authorized Representative

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