

## PURCHASE REQUEST

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Entity Name: **PHILIPPINE COCONUT AUTHORITY REGION XIII**

Fund Cluster: \_\_\_\_\_

Office/Section : RO - TECHNICAL UNIT		Purchase Request No.: <u>2022-12-0160</u> Responsibility Center Code: <b>13-101</b>		Date: <u>12/01/2022</u>	
STOCK / PROPERTY NO.	UNIT	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
		38 Units Stihl model 070 Chainsaw Repair and Spare Parts Replacement.			-
	unit	1. Chainsaw Serial No. 178093144	1	13,557	13,557.00
	unit	2. Chainsaw Serial No. 178 219 981	1	18,177	18,177.00
	unit	3. Chainsaw Serial No. 177 439 546	1	18,004	18,004.00
	unit	4. Chainsaw Serial No. 178 235 943	1	16,520	16,520.00
	unit	5. Chainsaw Serial No. 178 185 733	1	16,878	16,878.00
	unit	6. Chainsaw Serial No. 178 093 051	1	13,955	13,955.00
	unit	7. Chainsaw Serial No. 177 410 481	1	13,423	13,423.00
	unit	8. Chainsaw Serial No. 177 439 728	1	14,229	14,229.00
	unit	9. Chainsaw Serial No. 177 432 528	1	18,267	18,267.00
	unit	10. Chainsaw Serial No. 177 522 410	1	31,180	31,180.00
	unit	11. Chainsaw Serial No. 177 319 716	1	13,921	13,921.00
	unit	12. Chainsaw Serial No. 178 065 332	1	28,386	28,386.00
	unit	13. Chainsaw Serial No. 177 110 487	1	11,457	11,457.00
	unit	14. Chainsaw Serial No. 178 093 297	1	14,151	14,151.00
	unit	15. Chainsaw Serial No. 178 220 049	1	29,864	29,864.00
	unit	16. Chainsaw Serial No. 178 093 246	1	20,501	20,501.00
	unit	17. Chainsaw Serial No. 177 418 537	1	30,783	30,783.00
	unit	18. Chainsaw Serial No. 177 432 644	1	13,199	13,199.00
	unit	19. Chainsaw Serial No. 177 522 472	1	15,657	15,657.00
	unit	20. Chainsaw Serial No. 178 065 391	1	14,672	14,672.00
	unit	21. Chainsaw Serial No. 178 097 261	1	5,857	5,857.00
	unit	22. Chainsaw Serial No. 178 220 128	1	6,652	6,652.00
	unit	23. Chainsaw Serial No. 178 991 843	1	12,437	12,437.00
	unit	24. Chainsaw Serial No. 178 219 951	1	12,163	12,163.00
	unit	25. Chainsaw Serial No. 178 235 991	1	16,016	16,016.00
	unit	26. Chainsaw Serial No. 178 092 970	1	22,915	22,915.00
	unit	27. Chainsaw Serial No. 178 219 792	1	19,219	19,219.00
	unit	28. Chainsaw Serial No. 178 220 055	1	14,039	14,039.00
	unit	29. Chainsaw Serial No. 178 416 590	1	7,515	7,515.00
	unit	30. Chainsaw Serial No. 178 093 098	1	11,877	11,877.00
	unit	31. Chainsaw Serial No. 178 037 180	1	16,307	16,307.00
	unit	32. Chainsaw Serial No. 178 236 015	1	16,934	16,934.00
	unit	33. Chainsaw Serial No. 178 200 047	1	22,551	22,551.00
	unit	34. Chainsaw Serial No. 177 432 379	1	17,561	17,561.00
	unit	35. Chainsaw Serial No. 178 093 168	1	25,121	25,121.00
	unit	36. Chainsaw Serial No. 176 226 688	1	19,986	19,986.00
	unit	37. Chainsaw Serial No. 178 185 745	1	22,932	22,932.00
	unit	38. Chainsaw Serial No. 177 432 338	1	20,972	20,972.00
		<b>TOTAL</b>			<b>657,835.00</b>

Purpose: To use in Debris Management clearing operation in affected areas by the typhoon Odette.

Requested by: \_\_\_\_\_  
 Signature : \_\_\_\_\_  
 Printed Name : **JELL CARPHE C. TAMPARONG**  
 Designation : Head, Requesting Office/Unit

Approved by: \_\_\_\_\_  
 Signature : \_\_\_\_\_  
 Printed Name : **JOEL B. OCLARIT**  
 Designation : Regional Manager III

**SCHEDULE OF REQUIREMENTS**

The delivery schedule expressed as weeks/months stipulates hereafter the delivery date to the project site.

Item	Description	Total Quantity	Delivery
	Stihl Model 070 Chainsaw Repair & Spare Parts Replacement	38	Within 21 calendar days from receipt of this PO

**FINANCIAL OFFER**

Item	Quantity	Approved Budget for the Contract	Your Total Offered Quotation
Stihl Model 070 Chainsaw Repair & Spare Parts Replacement	38	₱657,835.00	

**TERMS AND CONDITIONS**

1. ALL ENTRIES MUST BE HAND WRITTEN/TYPEWRITTEN;
2. SUPPLIERS SHALL PROVIDE CORRECT AND ACCURATE INFORMATION REQUIRED IN THIS FORM;
3. ANY INTERLINEATIONS, ERASURES OR OVERWRITING SHALL BE VALID ONLY IF THEY ARE SIGNED OR INITIALED BY THE SUPPLIER OR THE SUPPLIER'S AUTHORIZED REPRESENTATIVE;
4. PRICE QUOTATION(S) SHALL BE DENOMINATED IN PHILIPPINE PESO AND SHALL BE INCLUSIVE OF TAXES;
5. QUOTATIONS EXCEEDING THE ABC SHALL BE REJECTED INSTANTANEOUSLY;
6. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS FROM DATE OF SUBMISSION;
7. SUPPLIER SHALL SUBMIT THE FOLLOWING DOCUMENTS PRIOR TO AWARD OR UPON REQUEST:
  - a. BUSINESS PERMIT/BIR REGISTRATION
  - b. LATEST INCOME/BUSINESS TAX RETURN
  - c. PHILGEPS REGISTRATION CERTIFICATE
  - d. NOTARIZED OMNIBUS SWORN STATEMENT
8. PURCHASE ORDER/CONTRACT SHALL BE AWARDED TO THE LOWEST QUOTATION (FOR GOODS AND INFRASTRUCTURE) OR, THE HIGHEST RATED OFFER (FOR CONSULTING SERVICES) WHICH COMPLIES WITH THE MINIMUM TECHNICAL SPECIFICATIONS AND OTHER TERMS AND CONDITIONS STATED HEREIN;
9. IN CASE OF TWO OR MORE BIDDERS ARE DETERMINED TO HAVE SUBMITTED THE LOWEST CALCULATED QUOTATION/LOWEST CALCULATED AND RESPONSIVE QUOTATION, PCA SHALL ADOPT AND EMPLOY "DRAW LOTS" AS THE TIE-BREAKING METHOD TO FINALLY DETERMINE THE SINGLE WINNING PROVIDER IN ACCORDANCE WITH GPPB CIRCULAR 06-2005;
10. PCA SHALL HAVE THE RIGHT TO INSPECT AND/OR TEST THE GOODS TO CONFIRM THEIR CONFORMITY TO THE TECHNICAL SPECIFICATIONS;
11. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR SUPPLIES AND MATERIALS, AND ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THIS OFFICE;
12. **PAYMENT SHALL BE MADE THROUGH MDS CHECK AFTER DELIVERY AND UPON SUBMISSION OF THE REQUIRED SUPPORTING DOCUMENTS (SALES INVOICE OR BILLING STATEMENT) BY THE SUPPLIER. TERMS OF PAYMENT IS WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF ACCEPTANCE; AND**
13. LIQUIDATED DAMAGES EQUIVALENT TO ONE TENTH OF ONE PERCENT OF THE VALUE OF THE GOODS NOT DELIVERED WITHIN THE PRESCRIBED DELIVERY PERIOD SHALL BE IMPOSED PER DAY OF DELAY.

\_\_\_\_\_  
Signature over Printed Name of Supplier or  
Supplier's Representative

\_\_\_\_\_  
Telephone/Mobile No.

\_\_\_\_\_  
Date