



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
ZAMBOANGA RESEARCH CENTER
San Ramon, Zamboanga City, 7000 Philippines P.O BOX 356
Tel/Fax: (062) 982 0302; Email: zrc@pca.gov.ph
TIN: 000-724-616

REQUEST FOR QUOTATION PR No.: 24-05-280

GENTLEMEN:

PCA-ZAMBOANGA RESEARCH CENTER is in the market for the items indicated below. Please quote your lowest prices and terms of payment. Indicate discount if any, the brand, and/or trade mark offered and date of delivery. In the event of award, it is understood that option availability of stock shall be good within thirty (30) days from date of tender.

QTY	UNIT	DESCRIPTION	BRAND	UNIT PRICE	TOTAL AMOUNT
1	pc.	Safety braker 200Amp.			
1	roll.	THW Wire 22mm			
10	roll.	Electrical tape			
2	roll.	Rubber tape			
3	pcs.	Pilot light 220V (LED Green)			
2	pcs.	Snap switch			
2	pcs.	2Gang outlet			
		X-X-X			

*Delivery Place: PCA-Zamboanga Research Center
San Ramon, Talisayan, Zamboanga City
*Deadline of Submission and Receipt of Bids: July 15, 2024, at 8:30AM
*Opening of Bids: July 15, 2024, at 9:45AM
*Venue: PCA-Zamboanga Research Center, San Ramon, Talisayan, Zamboanga City

Purpose:	For Power House use
-----------------	---------------------

Venue:

Approved Budget for the Contract (ABC): **PhP65,000.00**

Delivery Terms: **Seven (7) Calendar Days**

Payment Terms: **Upon complete delivery**

Bidder is required to submit the following documents:

1. Latest Mayor's/Business Permit
2. PhilGEPS Certificate of Platinum Registration and Membership
3. Latest Income/Business Tax Return
4. Tax Clearance Certificate
5. Omnibus Sworn Statement - submit upon award of Contract.
6. Payment of PHP 500.00 is required for the bid document.

Certified correct as to prices quoted and accept conditions stated above:

Name of Firm: _____

Name and Signature of Owner/Representative: _____

Address/Tel No.: _____

Tax Identification Number (TIN): _____

Date of Offer: _____

very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY H. CANJA

Acting Department Manager III

Note:

1. Bid documents must be submitted in one (1) big envelope addressed to the BAC-Chairperson of the PCA-Zamboanga Research Center—one (1) original and two (2) certified photocopies—to be placed in an individual folder and in two (2) separate envelopes with markings, technical, and financial documents. All envelopes must be sealed and signed.
2. Bidders are required to fill-out the Request for Quotation Form properly, i.e., brand name, unit price, total amount per item (if applicable), and the total bid amount.
3. Bids received that exceed the Approved Budget for the Contract shall be automatically rejected at the bid opening.
4. The bid offer should be VAT-inclusive.
5. The submission of bid documents must be properly labeled and include a table of contents.
6. The payment and acquisition of the bidding documents (RFQ) will be from July 10, 2024 to July 12, 2024 (8:00AM to 3:30PM), at the address above.
7. Any missing document on the aforementioned requirements is grounds for outright rejection of the bid.

X-X-X-X-X