



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: 000724616

REQUEST FOR QUOTATION

PR No.: 24-09-558

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
7	bot	Alcohol, 70% Isoprophyl, 500ml			
26	gals.	Alcohol, 70% Isoprophyl			
10	piece	Arch File, black			
2	piece	AVR 5KVA			
18	box	Ballpen, black, 0.7mm good quality			
3	box	Ballpen, blue, 0.7mm good quality			
2	box	Ballpen, Red, 0.7mm good quality			
29	pck	Bathroom tissue 12's/pack			
14	pck	Battery, Alkaline, AA (4's/pack)			
13	pck	Battery, Alkaline, AAA (4's pack)			
12	pack	Bending Straw 100's/pack			
7	box	Binder clip 1" (12's/box)			
7	box	Binder clip 2" (12's/box)			
16	gals.	Bleach, original			
2	ream	Book Paper A3			
151	ream	Book Paper, short 8.5 x 11			
8	box	Bulldog clip 3"			
1	pcs.	Calculator tilt display, 14digits 2-way power			
11	tin	Car freshener (lemon, apple, orange)			
2	box	Carbon film			
10	piece	Chain for pad lock			
8	piece	Clear Book, long (green)			
29	roll	Clear Tape 2" 48mm			
5	box	Correcrable Film Ribbon, Reorder No. F746KSC			
6	piece	Correction Pen			
12	box	Correction Tape, 10 mm (24pcs/box)			
29	bot	Dishwashing liquid detergent 250ml			
19	piece	Dishwashing Sponge with Scrub			
Page 1 of 5					
X-X-X-X					

Purpose: For Official use of the Center (All Admin unit) 2nd semester

***Delivery Place:** PCA-Zamboanga Research Center
San Ramon, Talisayan, Zamboanga City

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

Name of Firm: _____
Representative: _____
Address/Tel No.: _____
Tax Identification Number (TIN): _____
Date of Offer: _____

Very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY W. CANJA, PhD
Acting Department Manager III

Masaganang Agrikultura, Maunlad na Ekonomiya



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: 000724616

REQUEST FOR QUOTATION

PR No.: 24-ca-559

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
29	tin	Disinfectant spray 500ml (Crisp Linen and Crisp			
5	piece	Door lock, good quality			
16	piece	Doormat, Cotton heavy duty			
15	piece	Doormat, rubberized heavy duty			
5	roll	Double Sided Tape 1"			
4	roll	Double Sided Tape 2"			
1	box	Dry Lift-off Tape, Reorder no. F583			
50	piece	Envelope brown, long			
50	piece	Envelope brown, short			
3	box	Envelope, mailing, white, long 100's/box			
27	piece	Envelope, Expanding, long			
6	piece	External Hard Drive 1TB			
13	piece	Field Folder, hard plastic clip long			
21	can	Floorwax, red 3kg			
100	piece	Folder Expanded yellow, long			
50	piece	Folder Expanded brown, long			
30	piece	Folder, kraft, A4, brown			
306	piece	Folder, kraft, long, brown			
3	pck	Folder, plastic, transparent, A4 without slider, clear			
15	pck	Folder, plastic, transparent, long without slider, (10s			
30	piece	Folder, plastic, transparent, long without slider, (15s			
7	box	Highlighter Pen (yellow, orange, green) 12's/box			
2	box	Index tabs, transparent, 5box/box			
24	bot	Ink bottle HP GT51 ,Black			
16	bot	Ink bottle HP GT52 ,Cyan			
14	bot	Ink bottle HP GT52 ,Magenta			
14	bot	Ink bottle HP GT52 ,Yellow			
21	bot	Ink, Epson 001 ,Black			
18	bot	Ink Epson 001, Cyan			
18	bot	Ink Epson 001, Magenta			
		Page 2 of 5			
		X-X-X-X			

Purpose: For Official use of the Center (All Admin unit) 2nd semester

***Delivery Place:** PCA-Zamboanga Research Center
San Ramon, Talisayan, Zamboanga City

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

Name of Firm: _____
Representative: _____
Address/Tel No.: _____
Tax Identification Number (TIN): _____
Date of Offer: _____

Very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY H. CANJA, PhD
Acting Department Manager III



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: 000724616

REQUEST FOR QUOTATION PR No.: 24-cq-559

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
18	bot	Ink Epson 001, Yellow			
20	bot	Ink Epson 003, Black			
13	bot	Ink Epson 003, Cyan			
13	bot	Ink Epson 003, Magenta			
13	bot	Ink Epson 003, Yellow			
11	bot	Ink Epson 664, Black			
9	bot	Ink Epson 664, Cyan			
9	bot	Ink Epson 664, Magenta			
9	bot	Ink Epson 664, Yellow			
12	pcs.	Ink HP 678, Cartridge black			
12	pcs.	Ink HP 678, Cartridge Tri-color			
20	piece	Ink HP 680 Cartidges, Black			
15	piece	Ink HP 680 Cartidges, Tri-Color			
16	piece	Ink HP 682 Cartidges, Black			
15	piece	Ink HP 682 Cartidges, Tri-Color			
2	piece	Keyboard, USB, wireless			
3	pack	Laminating Film, 250mic x 75 x 105mm (100pcs)			
26	pack	Laundry detergent powder 1000ml			
6	gal	Liquid Hand Soap			
3	piece	LED Bulb 36watts			
2	piece	LED Bulb 55watts			
25	piece	Masking Tape 1" 24mm			
30	piece	Masking Tape 2" 48mm			
2	piece	Metal Rack Storage, 5 layers			
11	piece	Mop handle, good quality			
22	piece	Mop head, good quality			
7	pack	Moth balls 12's/pack			
3	piece	Mouse, USB, mini, wireless			
43	tin	Mutli-Insect Killer spray 500ml			
6	pad	Notepad 9x9cm			
10	piece	Notebook, stenographer, non spiral 80leaves			
46	piece	Packing Tape 2"48mm			
Page 3 of 5					
X-X-X-X					

Purpose: For Official use of the Center (All Admin unit) 2nd semester

*Delivery Place: PCA-Zamboanga Research Center
San Ramon, Talisayan, Zamboanga City

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

Name of Firm: _____
Representative: _____
Address/Tel No.: _____
Tax Identification Number (TIN): _____
Date of Offer: _____

Very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY V. CANJA, PhD
Acting Department Manager III



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: 000724616

REQUEST FOR QUOTATION PR No.: 24-09-559

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
12	piece	Pad lock, good quality			
50	box	Paper clip, big			
50	box	Paper Clip, small			
21	box	Paper Fastener, Metal			
19	box	Paper Fastener,Plastic			
13	box	Pencil #2			
5	box	Permanent Marker Pen, broad, black, 12's/box			
2	box	Permanent Marker Pen, fine blue, 12's/box			
4	box	Permanent Marker Pen, fine, black, 12's/box			
20	pck	Photo paper A4, glossy			
2	set	Print Head Ink HP Tank Wireless 415 Printable kit,			
10	pck	Punchcard (as per sample)			
2	piece	Puncher 75 XL, heavy duty			
11	pck	Push pin			
11	piece	Quick Notes 50sheets, 89x127mm			
10	piece	Record book 150pages			
12	can	Red Dye Wax 3kg			
11	box	Rubber band big			
5	box	Rubber band, no.16			
6	piece	Ruler plastic 12, heavy duty			
8	piece	Scissor, stainless heavy duty			
70	pair	Shoe lace, black			
4	bxs	Sign Pen, Black, 0.7mm			
8	box	Sign pen, black, gel 0.3			
13	box	Sign pen, black, gel 0.4			
7	box	Sign pen, black, gel 0.5			
4	box	Sign pen, blue. Gel 0.3			
4	box	Sign pen, blue. Gel 0.5			
1	box	Sign Pen, Red gel 0.5			
2	box	Sign Pen, Pilot Hi-tecpoint V7RT			
		Page 4 of 5			
		X-X-X-X			

Purpose: For Official use of the Center (All Admin unit) 2nd semester

***Delivery Place:** PCA-Zamboanga Research Center
San Ramon, Talisayan, Zamboanga City

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

Name of Firm: _____
Representative: _____
Address/Tel No.: _____
Tax Identification Number (TIN): _____
Date of Offer: _____

Very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY H. CANJA, PhD
Acting Department Manager III



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: 000724616

REQUEST FOR QUOTATION PR No.: 24-09-558

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
17	piece	Soft broom, heavy duty			
50	pck	Special Paper, Velum white Long, 10's			
10	pck	Special Paper, Semboa beige Long, 10's			
7	bots.	Stamp Pad Ink, Purple			
6	pcs.	Staple remover (Plier type)			
27	box	Staple Wire, #35			
8	piece	Staple with remover			
2	pcs.	Steel Cabinet, 4 Drawer			
22	pck	Stick on notes medium (3"x3") 100sheet			
23	pck	Stick on notes small (0.5"1.75"/1.3x4.4cm)			
12	pck	Sticker paper A4, glossy			
10	pcks	Sticker Paper Matte Long 8 x 13			
18	set	Sticky Notes,Bookmark point (1" x 3") 100 sheet			
10	piece	Storage Box 120ltrs, clear, hard plastic			
32	pack	Table Napkin (L-fold) 175sheet/pack			
82	pack	Tissue, paper towel, interfolded			
4	piece	TK-4109 Toner Kit, Kyocera			
2	piece	TK-4140 Toner Kit, Kyocera			
7	roll	Trash bag, clear, 3XL, heavy duty			
3	piece	Trash bin with cover, pedal type			
1	piece	TZeSL51 Brother White, 24mm,0.94,self laminating			
2	piece	UPS 3000VA			
4	piece	Universal USB Hub			
18	piece	White Board Pen ,Black			
24	bot	White glue 130g			

Page 5 of 5

*Delivery Place: PCA-Zamboanga Research Center
San Ramon, Talisayan, Zamboanga City

X-X-X-X

Purpose: For Official use of the Center (All Admin unit) 2nd semester

*Deadline on Submission and Receipt of Bids: October 18, 2024, at 8:00 AM

*Opening of Bids: October 18, 2024, at 9:45 AM

*Venue: PCA-Zamboanga Research Center, San Ramon, Talisayan, Zamboanga City

Approved Budget for the Contract (ABC): Php530,096.40

Delivery Terms: 7 Calendar days

Payment Terms: Upon full delivery

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

Name of Firm: _____
Representative: _____
Address/Tel No.: _____
Tax Identification Number (TIN): _____
Date of Offer: _____

Very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY H. CANJA, PhD
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 **October 14, 2024 to October 17, 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