



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>

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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. **9354275** for the “SUPPLY AND DELIVERY OF 224 PACKS FOOD BASKET 2022” with an ABC of ₱672,000.00 in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS

- 1 pack Spaghetti pasta 1kg, (Delmonte or equivalent)
- 1 pack Spaghetti sauce 1kg, (Delmonte or equivalent)
- 1 can pork luncheon meat 340g (Spam or equivalent)
- 1 can fruit cocktail 836g, (Delmonte or equivalent)
- 1 pc All purpose cream 250ml (Nestle or equivalent)
- 1 pc cheese ball 350g, Magnolia or equivalent)
- 1 pc juice drink 1L, (Delmonte or equivalent)
- 1 can corned beef 380g, (Delimondo or equivalent)
- 1 bot Coffee granules 100g, (Nescafe gold or equivalent)
- 1 box Chocolate drink 10s (Swiss Miss or equivalent)
- 1 bot Bread spread 680g (Nutella or Skippy)
- 1 pc Ferrero Rocher chocolate 37.5g 3's
- 1 pc pringles 107g or equivalent
- 1 pc eden cheese or equivalent 450g
- 1 bot sweet wine
- 1 can Condensed milk 300ml (Alaska or Equivalent)
- 1 pc packaging

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

- a. SEC or DTI Registration certificate
- b. Mayor's Permit
- c. PhilGEPS Registration

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





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d. Prescribed Omnibus Sworn Statement

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from December 16 to December 19, 2022 at 9:00am


- 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: COD

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 pcagc@yahoo.com

Very Truly Yours,


EDSEL B. PABELLANO
Division Chief
General Services Division

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TERMS OF REFERENCE

I. PROJECT AND LOCATION

PROJECT : SUPPLY AND DELIVERY OF 224 PACKS FOOD BASKET 2022

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

II. SCOPE OF WORK

Supply and delivery of 224 packs Food basket

1. Supply and delivery of 224 packs Food Basket 2022

ITEMS INCLUDED IN THE PACKAGE:

- 1 pack Spaghetti pasta 1kg, (Delmonte or Equivalent)
- 1 pack Spaghetti sauce 1kg, (Delmonte or Equivalent)
- 1 can Pork Luncheon meat 340g, (Spam or Equivalent)
- 1 can Fruit cocktail 836g, (Delmonte or Equivalent)
- 1 pc All Purpose Cream 250ml, (Nestle or Equivalent)
- 1 can Condense milk 300ml, (Alaska or Equivalent)
- 1 pc Cheese ball 350g, (Magnolia or Equivalent)
- 1 pc Juice Drink 1ltr, (Del Monte or Equivalent)
- 1 bot Sparkling drink or wine
- 1 can Corned Beef 380gr, (Delimondo or Equivalent)
- 1 bot Coffee Granules 100gr, (Nescafe Gold or Equivalent)
- 1 box Swiss miss Chocolate drink 31gr, (Swiss miss or Equivalent)
- 1 bot Bread Spread 680gr, (Nutella or Skippy)
- 1 pc Ferrero rocher chocolate 37.5gr 3's
- 1 pc Pringles 107gr or equivalent
- 1 pc Eden Cheese or equivalent
- 1 pc basket

Approved Budget : SIX HUNDRED SEVENTY TWO THOUSAND PESOS ONLY
(₱672,000.00)

Delivery date : December 20,2022

III. OTHER TERMS AND CONDITION

1. The prospective bidder shall submit the following eligibility documents as prescribed below in a sealed envelope on December 19, 2022, 7:00am at General Services Division's office, 5th floor, PCA R&D Bldg., Diliman, Quezon City:
 - a. SEC or DTI Registration certificate
 - b. Mayor's permit
 - c. Philgeps registration
 - d. Omnibus sworn statement (*prior or upon approval of Purchase Order*)
 - e. ITR filed thru Efps

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from December 15,2022 to December 19,2022 7:00am

- a. Manual /physical 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
2. The quotation price shall be valid 60 days upon receipt of Purchase Order.
3. Delivery period: December 20,2022
4. Payment terms: Cheque payment upon delivery

Conforme:

Authorized Representative

Date:
