



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
PHILIPPINE COCONUT AUTHORITY  
ZAMBOANGA RESEARCH CENTER  
San Ramon, Zamboanga City, 7000 Philippines P.O. BOX 856  
Tel/Fax: (062) 902 0102 Email: zrc@pca.gov.ph  
TIN: 000 728 616

REQUEST FOR QUOTATION

PR No: 24-03-76

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
2	units	Digital weighing scale			
		*Weighpan dimensions: 230 x 300 x 12.5mm			
		*Net weight: 4.2 kgs			
		*Temperature range: -10°C - 40°C			
		*Plug type: multi			
		*Interface type: RS232			
		*Weighing capacity: 15 kgs			
		*Resolution: 2.5 g			
2	units	Digital weighing scale			
		*Weighing capacity: 5 kgs			
		*Accuracy: 0.1 g			
		*Material: stainless steel			
3	units	Digital Soil Moisture and pH meter			
		*measures soil moisture and soil Ph			
		*type: digital, with LCD display			
		*power supply: battery operated			
		*test range:			
		*moisture: DRY, NOR, WET, WET+			
		*pH value: 3.5-9			
2	units	Digital Hygrometer			
		*T range: 0.0 to 50.0°C			
		*Dimension: 4.25 x 2.25 x 0.5"			
		*Weight: 2.5 oz			
		*For use with incubator, storerooms, drying chambers, hoods, cleanrooms, environmental cabinets and general lab			
		*Accuracy: ±1°C, ±5% (mid-range) to ±8% (end of range) RH			
		*Resolution: 0.1°C			

Delivery Place: PCA-ZRC, San Ramon Zamboanga City

Dateline of submission and receipt of bids: May 23, 2024 at 8:30am

Opening of Bids will be on: May 23, 2024 at 01:45PM

Venue: ODM Conference Rm., PCA-Zamboanga Research Center, San

Approved Budget for the Contract (ABC): Php 80,000.00

Delivery Terms: 20 Calendar Days

Payment Terms: Upon full delivery

Bidders are requested to submit the following requirements as per RA9184:

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

Name of Firm: \_\_\_\_\_  
Name and Signature of Owner/Representative: \_\_\_\_\_  
Address/Tel No.: \_\_\_\_\_  
Tax Identification Number (TIN): \_\_\_\_\_  
Date of Offer: \_\_\_\_\_

I certify that I have delivered this copy of canvass to the above Dealer/Bidder

Very truly yours,

PCA-ZAMBOANGA RESEARCH CENTER

LIBERTY CANA PhD

Acting Department Manager III

Note:

1. All documents must be submitted in one (1) big sealed and signed envelope addressed to the BAC-Chairperson of the PCA-Zamboanga Research Center (three (3) technical and financial copies—one (1) original and two (2) certified photocopies—must be placed in an individual folder and in a separate envelope with markings).
2. Any missing document on the aforementioned requirements is grounds for outright rejection of the bid.
3. Kindly 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.
4. Bids received that exceed the Approved Budget for the Contract shall be automatically rejected at the bid opening.
5. The bid offer should be VAT-inclusive.
6. The submission of bid documents must be properly labeled and include a table of contents.
7. A complete set of Bidding Documents may be acquired by interested bidders from May 20 – May 22 (8:00AM to 3:30PM), 2024 from the address above.