



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>

June 23, 2023

### 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#9877487 for the "Supply, delivery, and installation, of temporary plywood flooring cover" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
Supply, delivery, and installation, of temporary plywood flooring cover	Php. 250,000.00

The prospective bidders shall submit the following in a sealed envelope.

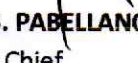
- SEC or DTI Registration Certificate
- Mayor's Permit or Business Permit
- PhilGEPS Registration
- Prescribed Omnibus Sworn Statement (10 items)

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from June 23 to 26, 9:00am.

- Manual/physical submission in a sealed envelope at the General Services Division's office, 5<sup>th</sup> floor, PCA R&D Bldg., Diliman, Quezon City
- Via online or electronic submission at [pcaqc@yahoo.com](mailto:pcaqc@yahoo.com)

Attached is the Terms of Reference as Annex "A".

For inquiries, you may contact us at telephone no. 8-928-4501 loc. 406/408 or email us at [pcaqc@yahoo.com](mailto:pcaqc@yahoo.com)

  
**EDSEL B. PABELLANO**  
Division Chief  
General Services Division



## TERMS OF REFERENCE

**PROJECT :** SUPPLY, DELIVERY, AND INSTALLATION OF TEMPORARY PLYWOOD FLOORING COVER

**LOCATION :** COCONUT PALACE, PASAY CITY

### **I. SCOPE OF WORK**

Supply, delivery, installation, of temporary plywood flooring cover

Specifications:

¾" plywood

2x3" lumber for framing to include post vertical and horizontal bracing

Estimated Area: More or less 100 sq. m.

Ensure structural stability.

Ingress and completion: June 28, 2023

### **OTHER TERMS AND CONDITIONS**

1. 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
  - d. Prescribed Omnibus Sworn Statement (notarized)
2. Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from June 23 to 26, 2023, 9:00am:
  - a. Manual/physical submission in a sealed envelope at the General Services Division's office 5<sup>th</sup> floor, PCA R&D Building, Diliman Quezon City; or
  - b. Via online or electronic submission at [pcaqc@yahoo.com](mailto:pcaqc@yahoo.com)

Conforme:

---

Bidder's Authorized Representative