



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>

February 21, 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#9499384 for the "Supply and Delivery of Purified Water for the Period of March to December 2023" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
Supply and Delivery of Purified Water for the Period of March to December 2023	Php. 175,000.00

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 February 21 to 27, 2023, 10:00am.

- Manual/physical submission in a sealed envelope at the General Services Division's office, 5th floor, PCA R&D Bldg., Diliman, Quezon City
- Via online or electronic submission at 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

Very Truly Yours,


EDSEL B. PABELLANO
Division Chief III, GSD



TERMS OF REFERENCE

I. PROJECT AND LOCATION

PROJECT: SUPPLY AND DELIVERY OF PURIFIED WATER FOR THE PERIOD OF
MARCH 1, 2023 TO DECEMBER 31, 2023

LOCATION: PHILIPPINE COCONUT AUTHORITY, DILIMAN QUEZON CITY

II. SCOPE OF WORK

Weekly delivery of purified water allocated to different offices of the authority.

Specifications:

1. Filtration shall be 21 stages
2. Weekly delivery of 76 bottles of 5 gals
3. The winning supplier shall submit quarterly water testing performed by DOH accredited testing center.
4. The winning supplier shall provide 28 units of hot and cold water dispenser
5. After sales include the immediate replacement of defective water dispenser and replacement of filter if so warrant
6. Water station shall be inspected by the authorized PCA representative.

III. OTHER TERMS AND CONDITIONS

1. The prospective bidder shall submit the following together with the sealed financial proposal on or before February 21 to 27, 10:00am at 5th floor PCA R&D Bldg.:
 - a. SEC or DTI Registration Certificate
 - b. Mayor's Permit
 - c. Philgeps Registration
 - d. Prescribed Omnibus Sworn Statement

IV. PAYMENT

1. The supplier shall bill PCA on a monthly basis.

Conforme:

Bidder's Representative