



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>

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. **9858614** for the **“SUPPLY AND DELIVERY OF 350PCS COLLAR PIN”** in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

LOT	ITEM	ABC
1	350pcs Collar pin 25 cents size Gold plated base Sticker Type logo Multiglaze cover With Blue covered box and foam	₱122,500.00
TOTAL: ₱122,500.00		

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

- SEC or DTI Registration certificate
- Mayor's Permit
- PhilGEPS Registration
- Prescribed Omnibus Sworn Statement (notarized)

Financial proposal and complete set of eligibility documents shall be submitted in a sealed envelope on or before June 20, 2023, 10:00am at the General Services Division's office 5th floor, PCA R&D Bldg., Diliman, Quezon City.

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 pcaqc@yahoo.com


EDSEL B. PABELLANO
Division Chief
General Services Division

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



TERMS OF REFERENCE

PROJECT: SUPPLY AND DELIVERY OF 350 PCS COLLAR PIN

LOCATION: PCA CENTRAL OFFICE R&D BLDG., DILIMAN, QUEZON CITY

I. SCOPE OF WORK

Supply and delivery of the following supplies:

LOT	ITEM	ABC
1	350pcs Collar pin 25 cents size Gold plated base Sticker Type logo Multiglaze cover With Blue covered box and foam	₱122,500.00
TOTAL:		₱122,500.00

II. OTHER TERMS AND CONDITIONS

- The prospective bidder shall submit the following eligibility documents as prescribed below:
 - SEC or DTI Registration certificate
 - Mayor's Permit
 - PhilGEPS Registration
 - Prescribed Omnibus Sworn Statement (notarized)
- Financial proposal and complete set of eligibility documents shall be submitted in a sealed envelope on or before June 17 to 20, 2023, 10:00am at the General Services Division's office 5th floor, PCA R&D Bldg., Diliman, Quezon City.
- Incomplete submission of requirements upon deadline will result into disqualification of bids.
- The supplier shall deliver the complete items as per P.O. on or before June 27,2023.
- Payment terms: 30 days upon acceptance

Conforme:

Bidder's Authorize Representative

Date: _____