



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF AGRICULTURE**  
**PHILIPPINE COCONUT AUTHORITY**  
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<b>LETTER</b>	DOC. REF. NO.	
	EFFECTIVE DATE	
	REVISION NO.	<b>0</b>
	NO. OF PAGES	<b>1</b>

November 23, 2022

### 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. **9266087** for the "SUPPLY AND DELIVERY OF 129PCS ACOUSTIC BOARD FINE FISSURED" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
129 pcs Acoustic Board Fine Fissured Size: 5/8 x 2 x 4 ft.	P74,820.00

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

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from November 23, to December 1, 2022, 10:00 am:

1. Manual/physical submission in a sealed envelope at the General Services Division's office 5th floor, PCA R&D Building, Diliman Quezon City; or
2. 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 to 09 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 AND DELIVERY OF 129 PCS ACOUSTIC BOARD FINE FISSURED

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

**I. SCOPE OF WORK**

Supply and delivery of **129 pcs** Acoustic board fine fissured.

**Size:** 5/8 x 2 x 4 ft.

**II. APPROVED BUDGET OF CONTRACT**

The approved budget of contract is Seventy Four Thousand Eight Hundred Twenty Pesos Only (₱74,820.00).

**III. OTHER TERMS AND CONDITIONS**

1. The prospective bidder shall submit the following eligibility documents:

- 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 November 23 to December 1, 2022, 10:00 am:

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

b. Via online or electronic submission at [pcaqc@yahoo.com](mailto:pcaqc@yahoo.com)

4. Delivery: 15 Calender Days upon receipt of approved Purchase Order (P.O)

5. Payment terms: 30 days upon acceptance

Conforme:

\_\_\_\_\_  
Bidder's Authorize Representative

Date: \_\_\_\_\_