



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
Elliptical Road, Diliman, Quezon City 1101 Philippines
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<http://www.pca.da.gov.ph>

LETTER

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December 7, 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. **9328685** for the "SUPPLY AND DELIVERY OF VARIOUS APPLIANCES" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS		ABC (per unit)
1. 1pc	Refrigerator	₱11,998.00
2. 1pc	Television 32"	₱8,495.00
3. 1 pc	Samsung Galaxy Cell phone A04	₱7,490.00
4. 1 pc	Samsung Galaxy Cell phone A03	₱6,490.00
5. 1pc	Washing machine	₱4,198.00
6. 2pcs	Digital Air Fryer	₱3,598.00
7. 2pcs	1-burner induction cooker	₱2,598.00
8. 7pcs	16" Desk fan	₱1,256.00
9. 8pcs	16" Stand fan	₱1,698.00
10. 2pcs	Oven Toaster	₱1,798.00
11. 2pcs	Rice cooker	₱1,748.00
12. 2pcs	Griller	₱2,498.00
13. 2 pcs	Coffee maker	₱2,236.00

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)
- Current Income and Business Tax Return filed through EFPS

Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from December 8 to 12, 2022, 10:00 am:

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

I. PROJECT AND LOCATION

PROJECT: Supply and delivery of various appliances
LOCATION: PCA R&D Bldg. Elliptical Road, Quezon City

II. SCOPE OF WORK

Supply and delivery of the following various appliances:

ITEM		APPROVED BUDGET OF CONTRACT (per unit)
1. 1pc	Refrigerator	₱11,998.00
2. 1pc	Television 32"	₱8,495.00
3. 1 pc	Samsung Galaxy Cell phone A04	₱7,490.00
4. 1 pc	Samsung Galaxy Cell phone A03	₱6,490.00
5. 1pc	Washing machine	₱4,198.00
6. 2pcs	Digital Air Fryer	₱3,598.00
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8. 7pcs	16" Desk fan	₱1,256.00
9. 8pcs	16" Stand fan	₱1,698.00
10. 2pcs	Oven Toaster	₱1,798.00
11. 2pcs	Rice cooker	₱1,748.00
12. 2pcs	Griller	₱2,498.00
13. 2 pcs	Coffee maker	₱2,236.00

III. OTHER TERMS AND CONDITIONS

1. 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)
- Current Income and Business Tax Return filed through EFPS

2. Financial proposal and complete set of eligibility documents shall be submitted in either of the following manner from December 8 to 12, 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

Conforme:

 Bidder's Authorize Representative

Date: _____