Coconut Industry Investment Fund – San Pablo Manufacturing Corporation

REQUEST FOR QUOTATION

Date: November 14, 2026
RFQ No.: SPMC-PL-SVP26-0079
PR No.: PURREQ-SPC-PL01-5616

Company/Business Name: _____
Address: _____
Business/Mayor's Permit No.:_____
TIN: _____
PhilGEPS Registration Number (required): _____

The Coconut Industry Investment Fund – San Pablo Manufacturing Corporation (SPMC), through its Bids and Awards Committee (BAC), intends to procure the **ILLUMINANCE LEVEL MEASUREMENT (SPMC PLANT)** through **Section 34 Small Value Procurement** of the Implementing Rules and Regulations of Republic Act No. 12009.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided on this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative not later than the deadline on **November 19, 2026 @5pm.**

The following documents are also required to be submitted along with your quotation on the specified deadline above:

Document	Remarks
Copy of 2026 Mayor's or Business Permit	Latest Business/Mayor's Permit issued by the city or municipality where the principal place of business of the bidder is located.
Copy of PhilGeps Registration	Valid PhilGEPS Registration Number/Organization ID/PhilGEPS Certificate of Registration (Platinum Membership) Valid PhilGEPS Registration Number/Organization ID (Red Membership)
BIR Registration Certificate	(BIR Form 2303)
Annual Income Tax Return stamped received by the BIR	For items more than Php 500,000
Notarized Omnibus Sworn Statement (GPPB-Prescribed Form)	For items more than Php 50,000.00

For any clarification, you may contact cp# 0939-905-2723 email address at jdalisay@ciif.ph

ANGELITA G. RAPADA
Head, BAC Secretariat

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

1. Do not alter the contents of this form in any way.
2. The use of this RFQ is highly encouraged to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ only pertains to deadline extension.
    - If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.
    - In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
3. All mandatory technical specifications (with asterisk) must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
4. Quotations may be submitted through electronic mail to jdalisay@ciif.ph
5. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide the correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of forty-five (45) calendar days from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the SPMC shall adopt and employ “draw lots” as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
7. The award of the contract shall be made to the lowest quotation which complies with the technical specifications, requirements, and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder at **Plant Site CAIP-SEZ BRGY. SAN ANTONIO, SAN PASCUAL, BATANGAS.**
9. Item/s delivered shall be inspected on the scheduled date and time of the SPMC. The delivery of the item/s shall be acknowledged upon the delivery to confirm compliance with the technical specifications.
10. Payment shall be made upon confirmation of delivery and submission of the required supporting documents, i.e., Purchase Order and Billing statement, by the supplier, contractor, or consultant. Our Government Servicing Bank, i.e., the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The SPMC may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
12. Warranty Security may be required depending on the nature of the procurement project.

After having carefully read and accepted the **Instructions and Terms and Conditions**, I/we submit our quotation/s for the item/s as follows:

Detailed Technical Specifications

ITEM	SPECIFICATIONS/SCOPE OF WORKS	STATEMENT OF COMPLIANCE (State Comply or Not Comply)		BIDDER'S ACTUAL OFFER
1.	ILLUMINANCE LEVEL MEASUREMENT (ACCOUNTING AREA)			
2.	ILLUMINANCE LEVEL MEASUREMENT (CASHIER AREA)			
3.	ILLUMINANCE LEVEL MEASUREMENT (CONFERENCE AREA)			
4.	ILLUMINANCE LEVEL MEASUREMENT (RM OFFICE)			
5.	ILLUMINANCE LEVEL MEASUREMENT (MFG OFFICE)			
6.	ILLUMINANCE LEVEL MEASUREMENT (DISPATCHING OFFICE)			
7.	ILLUMINANCE LEVEL MEASUREMENT (COLD ROOM WAREHOUSE)			
8.	ILLUMINANCE LEVEL MEASUREMENT (FINISHED GOODS WAREHOUSE)			
9.	ILLUMINANCE LEVEL MEASUREMENT (REFINERY CONTROL ROOM)			
10.	ILLUMINANCE LEVEL MEASUREMENT (EO PACKAGING AREA)			
11.	ILLUMINANCE LEVEL MEASUREMENT (CODING/STAGING AREA)			
12.	ILLUMINANCE LEVEL MEASUREMENT (EO PRODUCTION AREA)			
13.	ILLUMINANCE LEVEL MEASUREMENT (EO BULK LOADING)			
14.	ILLUMINANCE LEVEL MEASUREMENT (SFO HPS STOCKING AREA)			
15.	ILLUMINANCE LEVEL MEASUREMENT (SFO PACKAGING AREA)			
16.	ILLUMINANCE LEVEL MEASUREMENT (SFO PRODUCTIONG AREA)			
17.	ILLUMINANCE LEVEL MEASUREMENT (FILLING PRODUCTION AREA)			
18.	ILLUMINANCE LEVEL MEASUREMENT (SFO BLENDING AREA)			
19.	ILLUMINANCE LEVEL MEASUREMENT (SFO CARTON PREPARATION AREA)			

20.	ILLUMINANCE LEVEL MEASUREMENT (SFO CONTROL ROOM)			
21.	ILLUMINANCE LEVEL MEASUREMENT (MTM TUBS SFO UV TUNNEL)			
22.	ILLUMINANCE LEVEL MEASUREMENT (CARTONS UV TUNNEL)			
23.	ILLUMINANCE LEVEL MEASUREMENT (QC/QA EQUIPMENT ROOM)			
24.	ILLUMINANCE LEVEL MEASUREMENT (R&D MICRO ROOM)			
25.	ILLUMINANCE LEVEL MEASUREMENT (R&D ANTE ROOM)			
26.	ILLUMINANCE LEVEL MEASUREMENT (R&D ROOM)			
27.	ILLUMINANCE LEVEL MEASUREMENT (QC OFFICE)			
28.	ILLUMINANCE LEVEL MEASUREMENT (QA/QC HOT ROOM)			
29.	ILLUMINANCE LEVEL MEASUREMENT (MAINTENANCE WORKING AREA)			
30.	ILLUMINANCE LEVEL MEASUREMENT (QC WORKING AREA)			
31.	ILLUMINANCE LEVEL MEASUREMENT (INGREDIENT'S ROOM & REFINERY CONTROL ROOM)			
WARRANTY:				
LEADTIME:				

FINANCIAL OFFER:

Terms of Payment: Payment shall be made through Landbank within thirty (30) days after Submission of Billing and End-User's Acceptance of the product. A Bank Transfer fee shall be charged against the creditor's account.
Payment Details:
Banking Institution: _____
Account Number: _____
Account Name:_____
Branch:_____

Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate **"0"** if the item being offered is free.

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (ACCOUNTING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (CASHIER AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (CONFERENCE AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (RM OFFICE)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (MFG OFFICE)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (DISPATCHING OFFICE)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (COLD ROOM WAREHOUSE)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (FINISHED GOODS WAREHOUSE)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (REFINERY CONTROL ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (EO PACKAGING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (CODING/STAGING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (EO PRODUCTION AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php9,533.34/LOT** ILLUMINANCE LEVEL MEASUREMENT (EO BULK LOADING)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO HPS STOCKING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO PACKAGING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO PRODUCTION AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO FILLING PRODUCTION AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO BLENDING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO CARTON PREPARATION AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (SFO CONTROL ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (MTM TUBS SFO UV TUNNEL)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (CARTONS UV TUNNEL)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (QC/QA EQUIPMENT ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (R&D MICRO ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (R&D ANTE ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (R&D ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (QC OFFICE)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (QA/QC HOT ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (MAINTENANCE WORKING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php4,766.67/LOT** ILLUMINANCE LEVEL MEASUREMENT (QC WORKING AREA)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____

Approved Budget for the Contract: **Php9,533.34/LOT** ILLUMINANCE LEVEL MEASUREMENT (INGREDIENT'S ROOM&REFINERY CONTROL ROOM)		
Quantity (A)	**Offered Price per UOM (B)**	**TOTAL OFFERED QUOTATION (AxB)**
1 LOT		**In Words**: _____ _____ _____ **In Figure**: _____