



Republic of the Philippines
Department of Finance
Bureau of Customs
1099 Manila

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake Small Value Procurement for **Layout, Design, Supply and Delivery of Caps for the President Digong Day (D-Day) for Women Celebration**, in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details of the project are as follows:

Name of Project: **Layout, Design, Supply and Delivery of Caps for the President Digong Day (D-Day) for Women Celebration**

Location: **Metro Manila**

Approved Budget for the Contract: **Fifty Thousand Pesos (Php50,000.00) inclusive of tax**

Specifications :

QTY	SPECIFICATION
1000 pieces	White Fabric with Pink Print
	Adjustable to fit all sizes
	With logo "Digong Day for Women" on the forehead portion

Interested suppliers are required to submit their sample, valid and current Mayor's Permit, DTI/SEC Registration (General Information Sheet), Latest Income/Business Tax Return and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before March 31, 2017, 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

The BOC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may contact us at Telefax no. 527-9757 or email us at bacsecretariat@customs.gov.ph.

Very truly yours,


JOSEPH G. ESCASIO
Officer-in-Charge, Administration Office
Internal Administration Group

Annex "A"

PRICE QUOTATION FORM

Date _____

The Bids and Awards Committee
Bureau of Customs
Port Area, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items as follows:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1000 pieces	White Fabric with Pink Print		
	Adjustable to fit all sizes		
	With logo "Digong Day for Women" on the forehead portion		

Total amount in words:

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/ Signature of Representative

Name of Company
Mayor's Permit No. _____

(Please submit the photocopies of the above documents upon submission of quotation)