



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Engagement of Consultant for Improving Customs Governance through Data Analytics and Citizens Engagement Workshop”** 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:

Engagement of Consultant for Improving Customs Governance through Data Analytics and Citizens Engagement Workshop

Location:

General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila

Approved Budget for

Four Hundred Sixty-Two Thousand Five Hundred Pesos (PHP462,500.00) - inclusive of tax

the Contract:

Specifications:

QTY.	DESCRIPTION													
	<table border="1"> <thead> <tr> <th data-bbox="1144 480 1180 687">BATCH</th> <th data-bbox="1144 687 1180 911">DATES</th> <th data-bbox="1144 911 1180 1350">TIME</th> </tr> </thead> <tbody> <tr> <td data-bbox="1111 480 1144 687">Session 1</td> <td data-bbox="1111 687 1144 911">April 21, 2022</td> <td data-bbox="1111 911 1144 1350">8:00AM – 5:00PM</td> </tr> <tr> <td data-bbox="1077 480 1111 687">Session 2</td> <td data-bbox="1077 687 1111 911">April 22, 2022</td> <td data-bbox="1077 911 1111 1350">9:00AM – 5:00PM</td> </tr> <tr> <td data-bbox="1032 480 1077 687">Presentation</td> <td data-bbox="1032 687 1077 911">April 29, 2022</td> <td data-bbox="1032 911 1077 1350">9:00AM – 5:00PM</td> </tr> </tbody> </table>	BATCH	DATES	TIME	Session 1	April 21, 2022	8:00AM – 5:00PM	Session 2	April 22, 2022	9:00AM – 5:00PM	Presentation	April 29, 2022	9:00AM – 5:00PM	
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1 LOT	<p>Objectives of the Workshop</p> <ul style="list-style-type: none"> Process their database and analyze the results to: 	<ul style="list-style-type: none"> Enhance revenue collection Improve monitoring and strategic planning Improve monitoring and strategic planning 												
	<ul style="list-style-type: none"> Build data dashboards that properly reflect operating results Explain operational results based on the guidelines set by the Office of the Commissioner <p>There are three proposed topics to be covered by the workshop</p> <ol style="list-style-type: none"> Why is data analytics important to revenue generation? Functionalities of the Governance Tools Basic Excel and Power BI Functions and Data Manipulation 													



BUREAU OF CUSTOMS
MAKABAGONG ADUANA, MATAIAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

Interested suppliers are required to submit **original/certified true copy** of the following: valid and current *Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet and Articles of Incorporation shall also submit), PHILGEPS Registration Certificate, Omnibus Sworn Statement, 2020 Income/Business Tax Return, and duly signed price quotation form (Annex "A"). All must be properly sealed.*

Submission of quotation and eligibility documents is on or before **April 18, 2022, 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,


ISAGANI D. GALSIM
Chief, General Services Division



Annex "A"

PRICE QUOTATION FORM

Date

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

Project Title: Engagement of Consultant for Improving Customs Governance through Data Analytics and Citizens Engagement Workshop

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
	BATCH	DATES	TIME		
1 LOT	Session 1	April 21, 2022	8:00AM – 5:00PM		
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	Objectives of the Workshop <ul style="list-style-type: none"> Process their database and analyze the results to: <ul style="list-style-type: none"> Enhance revenue collection Improve monitoring and strategic planning Improve monitoring and strategic planning Build data dashboards that properly reflect operating results Explain operational results based on the guidelines set by the Office of the Commissioner 				



	There are three proposed topics to be covered by the workshop	
	1. Why is data analytics important to revenue generation?	
	2. Functionalities of the Governance Tools	
	3. Basic Excel and Power BI Functions and Data Manipulation	

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

Contact No. and Email Address

Mayor's Permit No. _____
PhilGEPS Registration No. _____
(Please submit the photocopies of the above documents upon submission of quotation)