



## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Procurement of the Execution of Drug Testing for BOC Employees"** 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: **Procurement of the Execution of Drug Testing for BOC Employees**

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

Approved Budget for the Contract: **Eighty-Two Thousand Eight Hundred Thirty-Pesos (PHP82,830.00) - inclusive of tax**

Specifications:

### 1LOT

QTY	UNIT	DESCRIPTION
1	LOT	<ul style="list-style-type: none"> <li>➤ 237pax</li> <li>➤ Drug Testing laboratory duly authorized and accredited and monitored by the Department of Health (DOH);</li> <li>➤ Has a stand-alone clinic/facility located within the NCR;</li> <li>➤ Has duly trained personnel to safely perform the drug test and specimen collection;</li> <li>➤ Shall employ two (2) testing methods, the screening and confirmatory tests;</li> <li>➤ Capable of conducting test for Methamphetamine Hydrochloride (SHABU) and Tetrahydrocannabinol (MARIJUANA);</li> <li>➤ Capable of conducting on-site specimen collection at Bureau of Customs South Harbor, Gate 3, Port Area Manila on agreed upon schedule;</li> <li>➤ Capable of providing confirmatory test services which shall validate and confirm the positive results found on the sample during the screening tests;</li> <li>➤ Shall submit a checklist or preparatory requirements to GSD or CAIDTF-EG prior to the conduct of the on-site drug testing;</li> <li>➤ Has a tract record of completed projects similar to this service;</li> <li>➤ Shall provide the list of personnel who will be on-duty during the schedule on-site drug testing, as part of</li> </ul>



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

Annex "A"

## PRICE QUOTATION FORM

Date

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

**Project Name: Procurement of the Execution of Drug Testing for BOC Employees**

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.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	Lot	<ul style="list-style-type: none"> <li>➤ 237pax</li> <li>➤ Drug Testing laboratory duly authorized and accredited and monitored by the Department of Health (DOH);</li> <li>➤ Has a stand-alone clinic/facility located within the NCR;</li> <li>➤ Has duly trained personnel to safely perform the drug test and specimen collection;</li> <li>➤ Shall employ two (2) testing methods, the screening and confirmatory tests;</li> <li>➤ Capable of conducting test for Methamphetamine Hydrochloride (SHABU) and Tetrahydrocannabinol (MARIJUANA);</li> <li>➤ Capable of conducting on-site specimen collection at Bureau of Customs South Harbor, Gate 3, Port Area Manila on agreed upon schedule;</li> <li>➤ Capable of providing confirmatory test services which shall validate</li> </ul>		



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROGRESS THROUGH

INTEGRITY

ACCOUNTABILITY

		<p>and confirm the positive results found on the sample during the screening tests;</p> <ul style="list-style-type: none"> <li>➤ Shall submit a checklist or preparatory requirements to GSD or CAIDTF-EG prior to the conduct of the on-site drug testing;</li> <li>➤ Has a tract record of completed projects similar to this service;</li> <li>➤ Shall provide the list of personnel who will be on-duty during the schedule on-site drug testing, as part of standard safety protocols for the prevention of COVID-19 transmission; the same protocols for the prevention of COVID-19 transmission; the same shall likewise be required to accomplish Health Assessment Survey/Questionnaire of the BOC and submit RT-PCR result to GSD/CAIDTF-EG</li> </ul>		
--	--	--	--	--

8Subject to Retention Money 1-5% of Contract Amount

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. \_\_\_\_\_

PhilGEPS Registration No. \_\_\_\_\_

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



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

		<p>➤ standard safety protocols for the prevention of COVID-19 transmission; the same protocols for the prevention of COVID-19 transmission; the same shall likewise be required to accomplish Health Assessment Survey/Questionnaire of the BOC and submit RT-PCR result to GSD/CAIDTF-EG</p>
--	--	---

Subject to Retention Money 1-5% of Contract Amount.

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 & 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 **November 23, 2021, 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. 8527-9757 or email us at [bacsecretariat@customs.gov.ph](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,

  
**ISAGANI D. GALSIM**  
Chief Administrative Officer  
General Services Division