



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply and Delivery of Face Masks for 2nd Semester"** 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: **Supply and Delivery of Face Masks for 2nd Semester**

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

Approved Budget for the Contract: **Four Hundred Two Thousand Five Hundred Pesos (Php 402,500.00)- inclusive of tax**

Specifications:

| QTY. | UNIT | ITEM | DESCRIPTION |
|-------|-------|-----------|---|
| 3,500 | boxes | Face Mask | <ul style="list-style-type: none"> ▪ 3 ply Facemask ▪ Bacterial Filtration Efficiency ▪ Hypoallergenic ▪ Approved by FDA |

Delivery Duration: 7 calendar days upon receipt of NTP

Subject to Retention Money: 1-5% Contract Amount

Interested suppliers are required to submit hard copies of their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also be submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest 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 July 19, 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. 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

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:

Name of Project: **Supply and Delivery of Face Masks for 2nd Semester**

| QTY. | UNIT | ITEM | DESCRIPTION | UNIT PRICE | TOTAL PRICE |
|-------|-------|-----------|---|------------|-------------|
| 3,500 | boxes | Face Mask | <ul style="list-style-type: none"> ▪ 3 ply Facemask ▪ Bacterial Filtration Efficiency ▪ Hypoallergenic ▪ Approved by FDA | | |

Delivery Duration: 7 calendar days upon receipt of NTP

Subject to Retention Money: 1-5% 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

 Telephone/Contact Number

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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