

BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

ACCOUNTABILITY

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "**Printing and Delivery of Desk Calendar and Diary with Matte Lamination"** 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

: Printing and Delivery of Desk Calendar and Diary

with Matte Lamination

Location

: Bureau of Customs Port Area Manila

Approved Budget

: Ninety-Two Thousand Five Hundred

Pesos (Php92,500.00)

for the Contract (ABC)

inclusive of tax

Specifications:

QUANTITY	DESCRIPTION			
500 pcs	Size: 9x6 inches Stock-Standee: Pasteboard 50/Marble Cloth like Inside/Color: C2S180; 4/4 No. of Leaves: 13 Leaves Binding: Wire-O Scope of work: To include conceptualization, layout & design, printing & delivery with provision for soft copy Delivery Duration: One (1) mockup copy shall be provided by the supplier two (2) working days after receipt of the NTP Complete number of copies shall be delivered within seven (7) calendar days upon approval of the mockups provided by the supplier.			

Interested suppliers are required to submit **original/certified true copy** of the following: 1) valid and current Mayor's Permit, (In case of expired MP/BP, Submit copy of recently expired permit and official receipt as proof of renewal), 2) DTI/SEC Registration (for partnerships/corporations, attach General Information Sheet & Articles of Incorporation), 3) PHILGEPS Registration Certificate, 4) Original Omnibus Sworn Statement, 5) Latest Income/Business Tax Return, and 6) duly signed price quotation form (Annex "A"). All must be properly signed and sealed. Must be submitted in hard copy. In case of goods kindly indicate the brand being offered in your price quotation form (Annex "A")

Submission of quotation and eligibility documents is on or before January 27, 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.



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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.

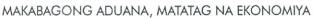
For inquiry, you may contact us at Telefax no. 8527-9757 or email us at bacsecretariat@customs.gov.ph.

Very truly yours,

ISAGANT D. GALSIM
Head, BAC Secretariat/
Chief Administrative Officer
General Services Division



BUREAU OF CUSTOMS





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Annex "A"

PRICE QUOTATION FORM

Date:

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

Project Title: Printing and Delivery of Desk Calendar and Diary with Matte Lamination

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:

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
500 pcs	Size: 9x6 inches Stock-Standee: Pasteboard 50/Marble Cloth like Inside/Color: C2S180; 4/4 No. of Leaves: 13 Leaves Binding: Wire-O Scope of work: To include conceptualization, layout & design, printing & delivery with provision for soft copy		
	One (1) mockup copy shall be provided by the supplier two (2) working days after receipt of the NTP Complete number of copies shall be delivered within seven (7) calendar days upon approval of the mockups provided by the supplier.		

Total amount in words:		
The above-quoted prices are incl	lusive of all costs and applicable taxes.	
Very truly yours,	i e	
Name/ Signature of Representative	-	
	_	
Name of Company		
Telephone/Fax		
Mayor's Permit No		



BUREAU OF CUSTOMS MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

I	PhilGEPS Registration	on No					
(Please submit the p	photocopies o	of the abov	e documents u	upon submission	ı of q	juotation)