



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply and Delivery of Various Office Equipment"** 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 Various Office Equipment

Location:

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

Approved Budget for the Contract:

Four Hundred Ninety Thousand Two Hundred Fifty Pesos (PHP498,250.00) - inclusive of tax

Specifications:

Unit	Description/Specifications	Qty
piece	Heavy Duty Vacuum Cleaner (wet & dry) <ul style="list-style-type: none"> • Comes with a gulper nozzle, crevice nozzle, floor nozzle, a disposable filter bag, and 2 extension wands • 1000W • Capacity: 8 gallons • Hose length: 5ft. 	9
piece	Mop squeezer with bucket (36L) <ul style="list-style-type: none"> • Size: at least 60 x 39 x 87 (cm) (L x W x H) • Type: Bucket • Material: Plastic • Capacity: 36L • Color: Yellow, Grey • Dimensions • width=37.5 • height=35.5 • length=52" 	15
piece	Trash Bins with cover (120L) <ul style="list-style-type: none"> • "Garbage Bin with Wheels and Foot Pedal • Capacity: at least 120L • Made of high quality material and have sturdy structure to prolong life • Tough, chip resistant, all plastic construction, resistant to damage and dents. 	13



	<ul style="list-style-type: none">• At least 48 x 55 x 93 cm Green/Yellow"	
piece	Heavy duty pushcart (150kg) <ul style="list-style-type: none">• "Made of steel• Retractable handle• 4 swivelling casters• Capacity: at least 150 kg"	10
piece	Ladder Size 6ft <ul style="list-style-type: none">• "Multifunctional Protop with Multiple Tool Slots• Shox Impact Absorption System• Slip-Resistant Boot• Pinch-Resistant Spreader Braces• 6ft"	10
piece	Pressure Washer <ul style="list-style-type: none">• Pressure: at least 100 Bars / 1450 Psi• Water Flow: 5.5L/MIN• Power: at least 1400 Watts• Weight: at least 5.8 kg• Adjustable spray nozzle for effective and powerful cleaning in a wide range• High-pressure spray gun with adjustable spray nozzle• at least 5-meter power cable with plug	7
piece	Garden Hose (60 meters)/set <ul style="list-style-type: none">• "All-purpose medium duty garden hose• 225 PSI• 1/2 in. diameter• 3-ply construction• Ultimate weather performance• Lightweight and strong• At least 50ft"	8
piece	Janitorial Cart <ul style="list-style-type: none">• 3 tier storage cart• Rear waste bin with lid• At least 116.8 x 55.2 x 97.5 cm (LxWxH)• Black	10



Delivery Term/Duration: 15 calendar days
Subject to Retention Money 1-5% Contract Amount

Interested suppliers are required to submit **original/certified true copy of the following**: Valid Mayor's/Business Permit or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal, In case of expired Mayor's/Business Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also submit), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, and duly signed price quotation form (Annex "A"). All must be properly signed and sealed.

Submission of quotation and eligibility documents is on or before **August 16, 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: Supply and Delivery of Various Office Equipment

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:

11LOT

Unit	Description	Qty	Unit Price	Total Price
piece	Heavy Duty Vacuum Cleaner (wet & dry) <ul style="list-style-type: none">• Comes with a gulper nozzle, crevice nozzle, floor nozzle, a disposable filter bag, and 2 extension wands• 1000W• Capacity: 8 gallons• Hose length: 5ft.	9		
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BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISMA

INTEGRITY

ACCOUNTABILITY

piece	Janitorial Cart		
	<ul style="list-style-type: none">• 3 tier storage cart• Rear waste bin with lid• At least 116.8 x 55.2 x 97.5 cm (LxWxH)• Black	10	
TOTAL			

Total amount in words: _____

Delivery Term/Duration: 15 calendar days

Subject to Retention Money 1-5% Contract Amount

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

Very truly yours,

Name/ Signature of Representative

Name of Company

Contact No.

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