



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Catering Services for Basic Course on Enforcement 5 (Proficiency Firearms Training) and (Tactical Training)"** 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: **Catering Services for Basic Course on Enforcement 5 (Proficiency Firearms Training) and (Tactical Training)**

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

Approved Budget for the Contract: **Three Hundred Forty-Eight Thousand Pesos (Php348,000.00) - inclusive of tax**

Specifications: **LOT**

ITEM	SPECIFICATIONS	AMOUNT
LOT 1	<b>PROFICIENCY FIREARMS TRAINING - BREAKFAST, LUNCH AND DINNER</b>  <b>Delivery Time:</b> 6am -Breakfast, 11am – Lunch, 6pm - Dinner  (Inclusion: fruit for lunch and buffet setup)  <b>April 12 – 14 and 17-18, 2023</b> (venue: Government Arsenal, Limay, Bataan)  58 pax x 5 days  Flowing coffee/tea and water during the training session  <b>STRICTLY NO PORK</b>	Php 87,000.00
	<b>Availability</b>	
	<b>Other Inclusions</b>  - At least 2 service waiters  - Buffet set up  - For Flowing Coffee (Percolators, Sugar, Creamer, Coffee, Stirrer, Cups) Note: Please clean/change the coffee every day in the morning before the training starts at 6:00 am.	



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	<p>- Utensils such as plates, spoon, fork and cups for 58 pax daily</p> <p>- Flowing Drinking Water (10 Gallons) with water dispenser per day</p> <p><b>Mode of Payment</b></p> <p>Send Bill (Every 15 days of delivery)</p> <p>Note: Penalty and/ or termination of contract of the winning bidder might incur when all the above stated technical specification is not complied.</p>	
<b>LOT 2</b>	<p><b>TACTICAL TRAINING - BREAKFAST, LUNCH AND DINNER</b></p> <p><b>Delivery Time:</b> 6am -Breakfast, 11am – Lunch, 6pm - Dinner</p> <p>(Inclusion: fruit for lunch and buffet setup)</p> <p><b>April 19 – May 8, 2023</b> (venue: ITDD, NPO Training Area)</p> <p>58 pax x 15 days</p> <p>Flowing coffee/tea and water during the training session</p> <p><b>STRICTLY NO PORK</b></p> <p><b>Availability</b></p> <p><b>Other Inclusions</b></p> <ul style="list-style-type: none"> <li>- At least 2 service waiters</li> <li>- Buffet set up</li> <li>- For Flowing Coffee (Percolators, Sugar, Creamer, Coffee, Stirrer, Cups) Note: Please clean/change the coffee every day in the morning before the training starts at 6:00 am.</li> <li>- Utensils such as plates, spoon, fork and cups for 58 pax daily</li> <li>- Flowing Drinking Water (10 Gallons) with water dispenser per day</li> </ul> <p><b>Mode of Payment</b></p> <p>Send Bill (Every 15 days of delivery)</p>	<b>Php 261,000.00</b>



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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.

Submission of quotation and eligibility documents is on or before **March 20, 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](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,

  
**ISAGANI D. GALSIM**  
Head, BAC Secretariat/  
Chief, General Services Division



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Annex "A"

## PRICE QUOTATION FORM

Date

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

Project Title: **Catering Services for Basic Course on Enforcement 5 (Proficiency Firearms Training) and (Tactical Training)**

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:

ITEM	SPECIFICATIONS	AMOUNT
<b>LOT 1</b>	<p><b>PROFICIENCY FIREARMS TRAINING - BREAKFAST, LUNCH AND DINNER</b></p> <p><b>Delivery Time:</b> 6am -Breakfast, 11am – Lunch, 6pm - Dinner</p> <p>(Inclusion: fruit for lunch and buffet setup)</p> <p><b>April 12 – 14 and 17-18, 2023</b> (venue: Government Arsenal, Limay, Bataan)</p> <p>58 pax x 5 days</p> <p>Flowing coffee/tea and water during the training session</p> <p><b>STRICTLY NO PORK</b></p>	
	<b>Availability</b>	
	<p><b>Other Inclusions</b></p> <ul style="list-style-type: none"> <li>- At least 2 service waiters</li> <li>- Buffet set up</li> <li>- For Flowing Coffee (Percolators, Sugar, Creamer, Coffee, Stirrer, Cups) Note: Please clean/change the coffee every day in the morning before the training starts at 6:00 am.</li> <li>- Utensils such as plates, spoon, fork and cups for 58 pax daily</li> <li>- Flowing Drinking Water (10 Gallons) with water dispenser per day</li> </ul>	
	<b>Mode of Payment</b>	



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	<p>Send Bill (Every 15 days of delivery)</p> <p>Note: Penalty and/ or termination of contract of the winning bidder might incur when all the above stated technical specification is not complied.</p>	
<b>LOT 2</b>	<p><b>TACTICAL TRAINING - BREAKFAST, LUNCH AND DINNER</b></p> <p><b>Delivery Time:</b> 6am -Breakfast, 11am – Lunch, 6pm - Dinner</p> <p>(Inclusion: fruit for lunch and buffet setup)</p> <p><b>April 19 – May 8, 2023</b> (venue: ITDD, NPO Training Area)</p> <p>58 pax x 15 days</p> <p>Flowing coffee/tea and water during the training session</p> <p><b>STRICTLY NO PORK</b></p>	
	<p><b>Availability</b></p>	
	<p><b>Other Inclusions</b></p> <ul style="list-style-type: none"> <li>- At least 2 service waiters</li> <li>- Buffet set up</li> <li>- For Flowing Coffee (Percolators, Sugar, Creamer, Coffee, Stirrer, Cups) Note: Please clean/change the coffee every day in the morning before the training starts at 6:00 am.</li> <li>- Utensils such as plates, spoon, fork and cups for 58 pax daily</li> <li>- Flowing Drinking Water (10 Gallons) with water dispenser per day</li> </ul>	
	<p><b>Mode of Payment</b></p> <p>Send Bill (Every 15 days of delivery)</p> <p>Note: Penalty and/ or termination of contract of the winning bidder might incur when all the above stated technical specification is not complied.</p>	

Total amount in words:



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

Very truly yours,

\_\_\_\_\_  
Name/ Signature of Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Phone/Contact Number

Mayor's Permit No. \_\_\_\_\_

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

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