



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Transportation Services for Bureau of Customs (BOC) and Department of Justice (DOJ) Legal Summit to be held on 13-14 April 2023 (Batch 1) and 20-21 April 2023 (Batch 2) in Clark or Subic”** 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: **Transportation Services f for Bureau of Customs (BOC) and Department of Justice (DOJ) Legal Summit to be held on 13-14 April 2023 (Batch 1) and 20-21 April 2023 (Batch 2) in Clark or Subic**

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

Approved Budget for the Contract: **Eighty Thousand Pesos (Php80,000.00) - inclusive of tax**

Specifications: **1 LOT**

| SPECIFICATIONS |
|---|
| <p>Bureau of Customs (BOC) and Department of Justice (DOJ) Legal Summit in Clark or Subic</p> <p><u>TRANSPORTATION (BUS)</u></p> <p>1. Minimum of Two (2) unit 49-Seater Air-conditioned bus for one (1) day on pick up and drop off:</p> <p>BATCH 1: 12 April 2023 - Pick up and drop off at 05:00PM from Bureau of Customs, South Harbor, Port Area Manila to Hotel in Subic or Clark (TBA);</p> <p>14 April 2023 – Pick up and drop off at 05:00PM from Hotel in Subic or Clark (TBA) to Bureau of Customs, Gate 3, South Harbor, Port Area Manila</p> <p>BATCH 2: 19 April 2023 - Pick up and drop off at 05:00PM from Bureau of Customs, South Harbor, Port Area Manila to Hotel in Subic or Clark (TBA);</p> |



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

21 April 2023 – Pick up and drop off at 05:00PM from Hotel in Subic or Clark (TBA) to Bureau of Customs, Gate 3, South Harbor, Port Area Manila

2. Rates shall be inclusive of car, driver, fuel, meal, toll, parking; and
3. Service provider shall pick-up and drop-off the participants at the meeting venue on the schedule to be agreed by the service provider and the Bureau of Customs.
4. Send Bill

Interested suppliers are required to submit **original/certified true copy of the following:** valid and current 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 submit, 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. Must be submitted in hard copy.

Submission of quotation and eligibility documents is on or before **April 11, 2023, 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.

Very truly yours,

ISAGANI D. GALSIM

Chief Administrative Officer

General Services Division



Annex "A"

PRICE QUOTATION FORM

Date

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

Project Title: Transportation Services f for Bureau of Customs (BOC) and Department of Justice (DOJ) Legal Summit to be held on 13-14 April 2023 (Batch 1) and 20-21 April 2023 (Batch 2) in Clark or Subic

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:

| SPECIFICATIONS | TOTAL AMOUNT |
|---|--------------|
| <p>Bureau of Customs (BOC) and Department of Justice (DOJ) Legal Summit in Clark or Subic</p> <p><u>TRANSPORTATION (BUS)</u></p> <p>1. Minimum of Two (2) unit 49-Seater Air-conditioned bus for one (1) day on pick up and drop off:</p> <p>BATCH 1: 12 April 2023 - Pick up and drop off at 05:00PM from Bureau of Customs, South Harbor, Port Area Manila to Hotel in Subic or Clark (TBA);</p> <p>14 April 2023 – Pick up and drop off at 05:00PM from Hotel in Subic or Clark (TBA) to Bureau of Customs, Gate 3, South Harbor, Port Area Manila</p> <p>BATCH 2: 19 April 2023 - Pick up and drop off at 05:00PM from Bureau of Customs, South Harbor, Port Area Manila to Hotel in Subic or Clark (TBA);</p> <p>21 April 2023 – Pick up and drop off at 05:00PM from Hotel in Subic or Clark (TBA) to Bureau of Customs, Gate 3, South Harbor, Port Area Manila</p> | |



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

- | | |
|--|--|
| <ol style="list-style-type: none">2. Rates shall be inclusive of car, driver, fuel, meal, toll, parking; and3. Service provider shall pick-up and drop-off the participants at the meeting venue on the schedule to be agreed by the service provider and the Bureau of Customs.4. Send Bill | |
|--|--|

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

Phone/Contact Number

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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