



Republic of the Philippines
Department of Finance
BUREAU OF CUSTOMS
Port of Iloilo
5000



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for the **Supply and Delivery of Office Furniture and Fixtures**, 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 Office Furniture and Fixtures**
Location : Bureau of Customs Bldg., Muelle Loney St., Iloilo City
Approved Budget for the Contract: Two hundred nineteen thousand five hundred pesos only
(Php219, 500.00) inclusive of tax

Specifications :

Item No.	Quantity	Unit of Issue	Description
1	8	piece	Combi Blinds (Day and Night), 6'x7'
2	1	unit	Center Table, Stainless Steel Leg
3	1	unit	Console Table
4	3	unit	Folding Bed w/ built in mattress, single
5	2	unit	Lateral File Cabinets
6	2	unit	Long Bench Chair w/ foam, fully upholstered
7	1	unit	Pigeon Hole Cabinet, Single, 8 layers
8	1	unit	Safety Vault, digital, steel, 9.5 kg
9	1	unit	Sofa Bed
10	1	set	Sofa Set for Receiving Area, fully upholstered with woven fabric, loose seat cushions
11	30	unit	Visitor's Chair

Interested suppliers are required to submit their valid and current Mayor's Permit, BIR Certificate of Registration (BIR Form 2303), PHILGEPS Registration Certificate, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before **December 27, 2017** 10:00 a.m., at Collector's Office, 2nd Floor, Bureau of Customs Bldg., Muelle Loney St., Iloilo City.

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. 335-0998/337-2684 or email us at portofiloilo@yahoo.com.ph or susherrie.farren@customs.gov.ph.

Very truly yours,

MA. LOURDES G. DEVEZA
AO IV/OIC- Administrative Division



Annex "A"

PRICE QUOTATION FORM

Date
The Bids and Awards Committee
Bureau of Customs
Port of Iloilo

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 No.	Quantity	Unit of Issue	Description	Unit Price	Total Cost
1	8	piece	Combi Blinds (Day and Night), 6'x7'		
2	1	unit	Center Table, Stainless Steel Leg		
3	1	unit	Console Table		
4	3	unit	Folding Bed w/ built in mattress, single		
5	2	unit	Lateral File Cabinets		
6	2	unit	Long Bench Chair w/ foam, fully upholstered		
7	1	unit	Pigeon Hole Cabinet, Single, 8 layers		
8	1	unit	Safety Vault, digital, steel, 9.5 kg		
9	1	unit	Sofa Bed		
10	1	set	Sofa Set for Receiving Area, fully upholstered with woven fabric, loose seat cushions		
11	30	unit	Visitor's Chair		

Warranty: _____

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 and Address

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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

M. J. ...