



Republic of the Philippines
Department of Finance
Bureau of Customs
1099 Manila

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 for SGL Office**, 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 for SGL Office**
Location : **General Services Division OCOM Building, Gate 3, South Harbor, Port Area, Manila**
Approved Budget for the Contract: **Eighty Three Thousand Nine Hundred Ninety Pesos (Php83,990.00), inclusive of tax**

Specifications:

QTY	UNIT	DESCRIPTION
1	set	Projector and Projector Screen
		Projector -White and Colour Brightness at 3,600lm -XGA resolution -High contrast ratio of 15,000:1 -Horizontal keystone slider -10,000 hours lamp life in eco-mode
		Projector Screen Size: 70" x 70" Ultra bright Screen surface without bellows Wrinkle Free Thicker surface for lifetime usage White Finish Black Border Strong Support stand for windproof performance
1	Unit	Binding Machine Max punch: 20 sheets Max bind: 120 sheets Margin: 205/405/6.5mm Paper size: F4,A4,LETTER,B5,A5,LEGAL etc. Hole Distance: 8.47mm Hole size: 4x4mm square Number of Holes: 40 holes all selectable pins

		Product Size: 450x340x210mm Net weight: 17kgs Gross weight: 19kgs Box Dimension: 540x425x285mm
1	unit	Laminating Machine Laminating Speed: 50Hz:460mm/min, 60Hz:560mm/min Laminating Width: 320mm Laminating Films: 75mic ~ 250mic Thickness of substrate(Paper) : 80g/nf ~ 250g/nf Power Requirements: 220 ~ 240v, 50/60Hz Power Consumption: 520W, 2.1A Heating System: Heat Plate (Ruthnox) Operating Temperature: 150 Max. Speed Control: Fixed Temperature Control: Knob & Volume Dimensions(WxLxH): 500 x 185 x 95mm Type of Main Motor: Synchronous Motor-S
1	unit	Shredder Machine Cut Type: Crosscut Sheet Capacity: 14 Shred Size: 0.16" x 1.57" (4 x 40mm) Speed (feet per min) : 10 Continuous Run Time (min): 20 Auto Start/ Stop: Yes Manual Reverse/Forward: Yes Throat Entry Width: 9.06 (230mm) Shreds: Credit Cards, CDs/DVDs Overload Indicator: Yes Overheat Indicator: Yes Bin Full Indicator: Yes Basket Capacity(gallons): 7 Dimensions(inches) : 15.3 x 11.0 x 21.4 Weight (lbs): 27.8
1	unit	Industrial Fan Size: 20" 150 watts 5 blades Metal Grill Switch Fan Control Black Blade Finish

Delivery Term: Seven (7) calendar days from signing of PO

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI/SEC Registration, PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before September 28, 2018, 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,


GLADYS F. ROSALES, MPA, CESE
Deputy Commissioner
Internal Administration Group 

PRICE QUOTATION FORM

Date _____

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

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:

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	set	Projector and Projector Screen		
		Projector -White and Colour Brightness at 3,600lm -XGA resolution -High contrast ratio of 15,000:1 -Horizontal keystone slider -10,000 hours lamp life in eco-mode		
		Projector Screen Size: 70" x 70" Ultra bright Screen surface without bellows Wrinkle Free Thicker surface for lifetime usage White Finish Black Border Strong Support stand for windproof performance		
1	Unit	Binding Machine Max punch: 20 sheets Max bind: 120 sheets Margin: 205/405/6.5mm Paper size: F4,A4,LETTER,B5,A5,LEGAL etc. Hole Distance: 8.47mm Hole size: 4x4mm square Number of Holes: 40 holes all selectable pins Product Size: 450x340x210mm Net weight: 17kgs Gross weight: 19kgs Box Dimension: 540x425x285mm		
1	unit	Laminating Machine Laminating Speed: 50Hz:460mm/min, 60Hz:560mm/min Laminating Width: 320mm		

		Laminating Films: 75mic ~ 250mic Thickness of substrate(Paper) : 80g/nf ~ 250g/nf Power Requirements: 220 ~ 240v, 50/60Hz Power Consumption: 520W, 2.1A Heating System: Heat Plate (Ruthnox) Operating Temperature: 150 Max. Speed Control: Fixed Temperature Control: Knob & Volume Dimensions(WxLxH): 500 x 185 x 95mm Type of Main Motor: Synchronous Motor-S		
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1	unit	Industrial Fan Size: 20" 150 watts 5 blades Metal Grill Switch Fan Control Black Blade Finish		

Warranty: ____ months from the date of delivery

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

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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