

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF CUSTOMS  
Manila 1099

## REQUEST FOR QUOTATION

The Bureau of Customs, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement (Small Value Procurement) for the Purchase of various specialty papers in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Approved Budget for the Contract: Thirty Five Thousand Pesos  
(P35,000.00) inclusive of tax

Location: General Services Division  
Ground floor, Office of the Commissioner's Building  
Delivery: One (1) calendar day upon signing of Purchase Order  
Description:

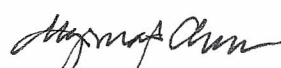
| Unit  | Quantity | Description             |
|-------|----------|-------------------------|
| pack  | 10       | <b>Board paper</b>      |
|       |          | Color: White            |
|       |          | Thickness: 200gsm       |
|       |          | Size: 8.5" x 13"        |
| reams | 5        | <b>Specialty Paper</b>  |
|       |          | Color: White            |
|       |          | Type: Semi-gloss finish |
|       |          | Thickness: 120gsm       |
|       |          | Size: 11" x 17"         |
| reams | 2        | <b>Kraft Paper</b>      |
|       |          | Color: Brown            |
|       |          | Size: 8.5" x 13"        |
| pack  | 10       | <b>Sticker Paper</b>    |
|       |          | Color: White            |
|       |          | Size: 8.5" x 11"        |
| reams | 10       | <b>Specialty Paper</b>  |
|       |          | Color: White            |
|       |          | Thickness: 120gsm       |
|       |          | Size: 8.5" x 11"        |

Prospective bidders shall accomplish, provide correct and accurate information and submit the duly signed Price Quotation Form (Annex "A") not later than 10:00 a.m. on April 9, 2014. Quotations may be submitted, manually or through facsimile at General Services Division(GSD), Ground Floor OCOM Building, Port Area, Manila Telephone No. 527-4519. Price quotation/s must be valid for a period of one (1) month from the date of submission.

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 therein.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled 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.

  
**MYRNA S. CHUA**  
Chairperson  
BOC-BAC



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Prospective bidders shall accomplish, provide correct and accurate information and submit the duly signed Price Quotation Form (Annex "A") not later than 10:00 a.m. on April 8, 2014. Quotations may be submitted, manually or through facsimile at General Services Division(GSD), Ground Floor OCOM Building, Port Area, Manila Telephone No. 527-4519. Price quotation/s must be valid for a period of one (1) month from the date of submission.

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 therein.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled 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.

*Maximo A. Chen*

COMPANY LOGO

ANNEX "A"

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 on the item/s as follows:

| QTY.     | DESCRIPTION     | SPECIFICATION  | UNIT PRICE | TOTAL PRICE |
|----------|-----------------|--|------------|-------------|
| 10 packs | Board Paper     | Color: White<br>Thickness: 200gsm<br>Size: 8.5" x 13"                    |            |             |
| 5 reams  | Specialty Paper | Color: White<br>Type: Semi-gloss<br>Thickness: 120gsm<br>Size: 11" x 17" |            |             |
| 2 reams  | Kraft Paper     | Color: Brown<br>Size: 8.5" x 13"   |            |             |
| 10 packs | Sticker Paper   | Color: White<br>Size: 8.5" x 11"   |            |             |
| 10 reams | Specialty Paper | Color: White<br>Thickness: 120gsm<br>Size: 8.5" x 11"                    |            |             |

(Amount in Words)

\_\_\_\_\_  
The above-quoted price(s) is inclusive of all costs and applicable taxes.

Very truly yours,

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

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

Documentary Requirements:

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

DTI or SEC Registration Certificate No. \_\_\_\_\_

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

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