



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

40-15
Internal Admin Group
Received by: VICKY REYES
Date: 07/11/18
Time: 11:20

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement **Supply and Delivery of BOC Clock Memento**, 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 BOC Clock Memento**
Location : **General Services Division OCOM Building, Gate 3, South Harbor, Port Area, Manila**

Approved Budget for the Contract: **Five Hundred Thousand Pesos (Php500,000.00), inclusive of tax**

Specifications:

QTY	UNIT	DESCRIPTION
1250	pcs	<p>BOC Clock Memento</p> <ul style="list-style-type: none">• Border Size: 30cm x 30cm - Butterfly like border• Clock Size: 14cm• Clock border elevation height: 2cm• Number Size: 1cm• Philippines Logo size: 4.5cm x 0.8cm <p>Inclusion:</p> <ul style="list-style-type: none">• Heavy Kraft Cardboard box covered with non-woven polypropylene Color: Navy blue/Black size: 32cm x 32 cm• Clear top to fit the box <p>Design:</p> <ul style="list-style-type: none">• Elevated clock border and side borders designed with halaan shell.• Border and Clock border designed with small round land snail shell.• Clock surface must be made of capiz shell with Philippine logo placed under number 12. Clock's side surface designed with scallop, strombus and various seashells.

Delivery Term: 300 pcs per month

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 July 18, 2017, 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
2500	pcs	BOC Clock Memento <ul style="list-style-type: none"> • Border Size: 30cm x 30cm - Butterfly like border • Clock Size: 14cm • Clock border elevation height: 2cm • Number Size: 1cm • Philippines Logo size: 4.5cm x 0.8cm Inclusion: <ul style="list-style-type: none"> • Heavy Kraft Cardboard box covered with non-woven polypropylene Color: Navy blue/Black size:32cm x 32 cm • Clear top to fit the box Design: <ul style="list-style-type: none"> • Elevated clock border and side borders designed with halaan shell. • Border and Clock border designed with small round land snail shell. • Clock surface must be made of capiz shell with Philippine logo placed under number 12. • Clock's side surface designed with scallop, strombus and various seashells. 		

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)

CLOCK SAMPLE

