



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 "**Bus Rental for Internal Administration Group Summit**" 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 : **Bus Rental for Internal Administration Group Summit**
Location : **Tagaytay**
Approved Budget for the Contract: **Fifty Thousand Pesos (Php50,000.00) inclusive of tax**

Specifications

Item	Specification
1	Bus Rental for Internal Administration Group Summit 1. Minimum of One (1) unit 49 - Seater Air-conditioned bus for two (2) day on drop off and pick up January 9, 2020 – Pick up at 5:00AM from Bureau of Customs, South Harbor, Port Area Manila to hotel in Tagaytay & January 11, 2020 – Pick up and drop off from Hotel in Tagaytay to Bureau of Customs, South Harbor, Port Area Manila
2	Rate 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	Mode of Payment Send Bill

Interested suppliers are required to submit together with their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, and duly signed price quotation form (Annex "A") and See the Posting in PhilGeps Website.

Submission of quotation and eligibility documents is on or before January 8, 2020 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,



RAQUEL G. DE JESUS

Acting Chief, General Services Division

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 for the items as follows:

QTY.	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1 LOT	<p>Bus Rental for Internal Administration Group Summit</p> <p>1. Minimum of One (1) unit 49 - Seater Air-conditioned bus for two (2) day on drop off and pick up</p> <p>January 9, 2020 – Pick up at 5:00AM from Bureau of Customs, South Harbor, Port Area Manila to hotel in Tagaytay & January 11, 2020 – Pick up and drop off from Hotel in Tagaytay to Bureau of Customs, South Harbor, Port Area Manila</p> <p>1. Rate shall be inclusive of car, driver, fuel, meal, toll, parking; and</p> <p>2. 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.</p> <p>3. Mode of Payment Send Bill</p>		

Total Amount:

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)

Technical Specifications

Note: Bidders must state either "Comply" or "Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each Specification:

1	<p>Internal Administration Group Summit</p> <p><u>TRANSPORTATION (BUS)</u></p> <ol style="list-style-type: none">1. Minimum of One (1) unit 49-Seater Air-conditioned bus for two (2) day on drop off and pick up <p>January 9, 2020- Pick up at 5:00AM from Bureau of Customs, South Harbor, Port Area Manila to hotel in Tagaytay & January 11, 2020- Pick up and drop off from Hotel in Tagaytay to Bureau of Customs, South Harbor, Port Area Manila</p> <ol style="list-style-type: none">2. Rates shall be inclusive of bus, 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	
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I hereby certify to comply with all the above Technical Specifications.

Name of Company
Date: _____

Signature Over Printed Name of Representative