



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

A modernized and credible customs administration that upholds good governance and is among the world's best

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply and Delivery of Plaque of Recognition to the Bureau of Customs Pool of Trainers"** 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 Plaque of Recognition to the Bureau of Customs Pool of Trainers**

Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**

Approved Budget for the Contract: **One Hundred Sixty-Two Thousand Pesos (PHP162,000.00) - inclusive of tax**

Specifications:

LOT 1

UNIT	ITEM DESCRIPTION	QUANTITY
piece	crystal glass plaque with digitally etched text and logo thickness: 3/8 inches height: 7 inches tall	116

Delivery Term/Duration: 15 calendar days

Subject to Retention Money 1-5% Contract Amount

Interested suppliers are required to submit **original/certified true copy** of the following: 1) valid and current Mayor's Permit, (In case of expired MP/BP, Submit copy of recently expired permit and official receipt as proof of renewal), 2) DTI/SEC Registration (for partnerships/corporations, attach General Information Sheet & Articles of Incorporation), 3) PHILGEPS Registration Certificate, 4) Original duly signed Omnibus Sworn Statement (OSS) and Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. 5) Latest Income/Business Tax Return, and 6) duly signed price quotation form (Annex "A"). All must be properly signed and sealed. Must be submitted in hard copy. In case of goods kindly indicate the brand being offered in your price quotation form (Annex "A").



Gate 3, South Harbor, Port Area, Manila 1018

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Submission of quotation and eligibility documents is on or before **May 03, 2024, 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. 8526-6571 or email us at bacsecretariat@customs.gov.ph.

Very truly yours,


ISAGANI D. GALSIM
Head, BAC Secretariat/
Chief Administrative Officer
General Services Division



PRICE QUOTATION FORM

Date

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

Project Title: Supply and Delivery of Plaque of Recognition to the Bureau of Customs Pool of Trainers

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:

1LOT

UNIT	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
piece	crystal glass plaque with digitally etched text and logo thickness: 3/8 inches height: 7 inches tall	116		
TOTAL AMOUNT				

Total amount in words: _____

Delivery Term/Duration: 15 calendar days

Subject to Retention Money 1-5% Contract Amount

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/ Signature of Representative_____
Name of Company_____
Contact No.

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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



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Republic of the Philippines
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Presents this

PLAQUE OF RECOGNITION

To

ATTY. JUAN C. DELA CRUZ

for your unwavering support and collaboration with the Learning and Development Management Office (LDMO)
in providing your knowledge and expertise to empower the men and women of the Bureau of Customs as
part of the BOC Pool of Trainers

Given this *n*th day of April 2024 at the Bureau of Customs,
Port Area, Manila.

BIENVENIDO Y. RUBIO
Commissioner, Bureau of Customs