



# BUREAU OF CUSTOMS

*Professionalism Integrity Accountability*



## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "**Supply and Delivery of Acrylic Enclosure**" 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 Acrylic Enclosure**  
Location: **Bureau of Customs, Port Area, Manila**  
Approved Budget for the Contract: **Seventy-Eight Thousand Pesos (Php 78,000.00) inclusive of tax**

Specifications:

QTY.	DESCRIPTION
<b>1 LOT</b>	Supply and Delivery of Acrylic Enclosure  1. 600 mm x 800 mm (33 pcs) 2. 600 mm x 800 mm x 800 mm (2 pcs) 3. 510 mm x 800 mm (10 pcs)  Delivery Duration: 3 calendar days

Interested suppliers are required to submit hard copies of 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"). All must be properly sealed.

Submission of quotation and eligibility documents is on or before November 3, 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.

South Harbor, Gate 3, Port Area, Manila 1099

Tel. Nos 8527-4537, 8527-1935

Website: [www.customs.gov.ph](http://www.customs.gov.ph) Email: [Boc.cares@customs.gov.ph](mailto:Boc.cares@customs.gov.ph)

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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](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,



**RAQUEL G. DE JESUS**

Acting Chief, General Services Division

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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:

<b>QTY.</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>
<b>1 LOT</b>	Supply and Delivery of Acrylic Enclosure 1. 600 mm x 800 mm (33 pcs) 2. 600 mm x 800 mm x 800 mm (2 pcs) 3. 510 mm x 800 mm (10 pcs)  Delivery Duration: 3 calendar days		

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)

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## 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:

<b>QTY.</b>	<b>DESCRIPTION</b>	<b>STATEMENT OF COMPLIANCE</b>
<b>1 LOT</b>	Supply and Delivery of Acrylic Enclosure  1. 600 mm x 800 mm (33 pcs) 2. 600 mm x 800 mm x 800 mm (2 pcs) 3. 510 mm x 800 mm (10 pcs)  Delivery Duration: 3 calendar days	

I hereby certify to comply with all the above Technical Specifications.

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

\_\_\_\_\_  
Signature over Printed Name of Representative

Date: \_\_\_\_\_