



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

internal Admin. Group
Received by: VICKY REYES
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REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "**Catering Services for Assessment Refresher Seminar-Workshop**" 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 : **Catering Services for Assessment Refresher Seminar Workshop**
Location : **President's Room, 4th Floor, Customs Capacity Building Center, Port of Manila Building, Gate 3, South Harbor, Port Area, Manila**
Approved Budget for the Contract: **Forty Five Thousand Pesos (Php 45,000.00) - inclusive of tax**

Specifications

QTY.	DESCRIPTION
1 LOT	<p>Meals for 150 pax</p> <p>Date of Event:</p> <ul style="list-style-type: none">• August 11, 2018 (75 pax)• August 12, 2018 (75 pax) <p>Should include:</p> <ul style="list-style-type: none">• AM Snacks (w/ bottled drinks)• Lunch (w/ bottled drinks)• PM Snacks (w/ bottled drinks) <p>Others:</p> <ul style="list-style-type: none">• Free Candies• Buffet set up with Plates; Utensils & Cups• Free flowing coffee/tea & water• Managed buffet lunch <p>Service Provider should also provide:</p> <ul style="list-style-type: none">• At least 2 waiter service to manage distribution of food and attend to other needs.

Interested suppliers are required to submit 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").

Submission of quotation and eligibility documents is on or before August 10, 2018, 10:00

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 *a*
Internal Administration Group *o*