



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 "Supply and Delivery of Kyocera Toner Cartridges" 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 Kyocera Toner Cartridges

Location : General Services Division

Approved Budget for the Contract: Four Hundred Forty Three Thousand Seven Hundred Five
60/100 Pesos (Php 443,705.60)-inclusive of tax

Specifications :

QTY.	DESCRIPTION
	KYOCERA TONER CARTRIDGE
80 pcs	KYOCERA TK 174, BLACK

Delivery Term: Thirty (30) calendar days from signing of PO

Interested suppliers are required to submit their sample, valid and current Mayor's Permit, Certificate of Exclusive Distributorship and PHILGEPs Registration Certificate, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before July 15, 2016, 2016 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 initialled 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,
For IAG


GLADYS C. CABUGAWAN
Chief Administrative Officer, [IAG]

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:

Quantity	Description	Unit Price	Total Price
	KYOCERA TONER CARTRIDGE		
80 pcs	KYOCERA TK 174, BLACK		

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)