



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 **Printing, Supply and Delivery of Posters for various Information Campaign**, 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 : **Printing, Supply and Delivery of Posters for various Information Campaign**

Location : **Public Information and Assistance Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**

Approved Budget for the Contract: **Three Hundred Fifty Two Thousand Pesos (Php352,000.00), inclusive of tax**

Specifications:

QTY.	UNIT	DESCRIPTION
1	lot	CAO 02-2016, Imported Goods with De Minimis value not subject to Duties and Taxes(CMTA IRR Information Dissemination) <ul style="list-style-type: none">• 350 pcs.• Printed on Cardboard Paper Substance (23.4" x 33.1")• Acid Free Paper (170 GSM)• Full-color(matte) Layout and Graphic Design <ul style="list-style-type: none">• Adjustments on Layout and Design as necessary
1	lot	CAO 05-2016, Consolidated Shipment of Duty and Tax Free Balikbayan Boxes(CMTA IRR Information Dissemination) <ul style="list-style-type: none">• 1000 pcs.• Printed on Cardboard Paper Substance (23.4" x 33.1")• Acid Free Paper (170 GSM)• Full-color(matte) Layout and Graphic Design <ul style="list-style-type: none">• Adjustments on Layout and Design as necessary
1	lot	CAO 06-2016, Conditionally Tax and/or Duty exempt Importation of Returning Residents and Overseas Filipino Workers(OFWs)(CMTA IRR Information Dissemination) <ul style="list-style-type: none">• 1000 pcs.• Printed on Cardboard Paper Substance (23.4" x 33.1")• Acid Free Paper (170 GSM)• Full-color(matte) Layout and Graphic Design <ul style="list-style-type: none">• Adjustments on Layout and Design as necessary

Delivery Term: 3 calendar days upon signing of P.O

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, BIR Certificate of Registration (Form 2303), Omnibus Sworn Statement, 2016 Income/Business Tax Return, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before July 11, 2017, 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,

Henry Anthony M. Torres
Officer-in-Charge, Deputy Commissioner
Internal Administration Group

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
1 lot	CAO 02-2016, Imported Goods with De Minimis value not subject to Duties and Taxes(CMTA IRR Information Dissemination) <ul style="list-style-type: none">• 350 pcs.• Printed on Cardboard Paper Substance (23.4" x 33.1")• Acid Free Paper (170 GSM)• Full-color(matte) Layout and Graphic Design <ul style="list-style-type: none">• Adjustments on Layout and Design as necessary		
1 lot	CAO 05-2016, Consolidated Shipment of Duty and Tax Free Balikbayan Boxes(CMTA IRR Information Dissemination) <ul style="list-style-type: none">• 1000 pcs.• Printed on Cardboard Paper Substance (23.4" x 33.1")• Acid Free Paper (170 GSM)• Full-color(matte) Layout and Graphic Design <ul style="list-style-type: none">• Adjustments on Layout and Design as necessary		
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	<ul style="list-style-type: none"> • Full-color(matte) Layout and Graphic Design • Adjustments on Layout and Design as necessary 		
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Warranty : _____ months from the date of delivery

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)