



## 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 Partitions"** 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 Partitions**  
 Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**  
 Approved Budget for the Contract: **Five Hundred Thousand Pesos (Php500,000.00) - inclusive of tax**

Specifications:

QTY.	UNIT	DESCRIPTION
75	Sets	Acrylic partitions (U-shaped) A: 600 x 1100mm x 3.0mm thickness
10	Reams	Acrylic partitions (U-shaped) B: 550 x 849mm x 600mm (L x W x H), 3.0mm thickness
6	Reams	Acrylic partitions (U-shaped) C 550: x 800mm x 600mm (L x W x H), 3.0mm thickness
7	Reams	Acrylic partitions (U-shaped) D: 550 x 897mm x 600mm (L x W x H), 3.0mm thickness

Delivery Term/Duration: 15 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 submit), 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 **January 20, 2021** 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](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,

A handwritten signature in blue ink, appearing to read "Raquel G. De Jesus".

**RAQUEL G. DE JESUS**  
Acting Chief, General Services Division



Annex "A"

## PRICE QUOTATION FORM

Date

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

### Project Title: Supply and Delivery of Acrylic Partitions

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:

QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
75	Sets	Acrylic partitions (U-shaped) A: 600 x 1100mm x 3.0mm thickness		
10	Reams	Acrylic partitions (U-shaped) B: 550 x 849mm x 600mm (L x W x H), 3.0mm thickness		
6	Reams	Acrylic partitions (U-shaped) C 550: x 800mm x 600mm (L x W x H), 3.0mm thickness		
7	Reams	Acrylic partitions (U-shaped) D: 550 x 897mm x 600mm (L x W x H), 3.0mm thickness		

Delivery Term/Duration: 15 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)