



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 Second Small Value Procurement for "**Lease of Training for Phase I (Training on ISO 9001: 2015)**" 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 : **Lease of Training for Phase I (Training on ISO 9001: 2015)" (QMS) 9001:2015 related Trainings**  
Location : **Manila and Cebu City**  
Approved Budget for the Contract: **Nine Hundred Four Thousand Four Hundred Pesos (Php904,400.00)-inclusive of tax**

### Specifications

QTY.	DESCRIPTION
1 LOT	<p><b>Manila:</b></p> <ol style="list-style-type: none"><li>1. Risk Management Training</li></ol> <p><b>Cebu:</b></p> <ol style="list-style-type: none"><li>1. Documentation Training</li><li>2. Risk Management Training</li><li>3. Root Cause Analysis</li></ol> <p><b>Qualification</b></p> <ol style="list-style-type: none"><li>1. Global leader in professional training;</li><li>2. Trainers undergo a strict and standardized qualification program and training overseas and locally;</li><li>3. Offers professional development training and customized training solutions;</li><li>4. Trainers are experienced practitioners in their fields, providing valuable real-world insights;</li><li>5. Had joint undertaking with the BOC on area on Operations and Assessment; and</li><li>6. The trainer shall conform to BOC Schedule.</li></ol> <p><b>Inclusions</b></p> <ul style="list-style-type: none"><li>• Venue</li><li>• Morning Snacks</li><li>• Lunch</li><li>• Afternoon snacks</li><li>• Training Modules/Kits (Hard and Soft Copy for all participants)</li></ul>

	<ul style="list-style-type: none"><li>• Certificates</li></ul> <p><b>Mode of Payment</b></p> <ul style="list-style-type: none"><li>• Send Bill</li></ul>
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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 November 12, 2019, 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,



**RAQUEL G. DE JESUS**

Acting Chief, General Services Division

Annex "A"

### PRICE QUOTATION FORM

Date: April 5, 2019

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:

QTY.	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1 LOT	<p><b>Manila:</b></p> <ul style="list-style-type: none"><li>2. Risk Management Training</li></ul> <p><b>Cebu:</b></p> <ul style="list-style-type: none"><li>4. Documentation Training</li><li>5. Risk Management Training</li><li>6. Root Cause Analysis</li></ul>		
	<p><b>Qualification</b></p> <ul style="list-style-type: none"><li>1. Global leader in professional training;</li><li>2. Trainers undergo a strict and standardized qualification program and training overseas and locally;</li><li>3. Offers professional development training and customized training solutions;</li><li>4. Trainers are experienced practitioners in their fields, providing valuable real-world insights;</li><li>5. Had joint undertaking with the BOC on area on Operations and Assessment; and</li><li>6. The trainer shall conform to BOC Schedule.</li></ul>		

	<b>Inclusions</b> <ul style="list-style-type: none"> <li>• Venue</li> <li>• Morning Snacks</li> <li>• Lunch</li> <li>• Afternoon snacks</li> <li>• Training Modules/Kits (Hard and Soft Copy for all participants)</li> <li>• Certificates</li> </ul>		
	<b>Mode of Payment</b> Send Bill		

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)