



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 **BOC Advertisement for Publication** 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 : **BOC Advertisement for Publication**  
Location : **Public Information and Assistance Division, OCOM Building, Gate 3 South Harbor, Port Area, Manila**  
Approved Budget for the Contract: **One Hundred Ninety Four Thousand Seven Hundred Forty Five Pesos and Sixty Centavos (Php194,745.60), inclusive of tax**

Specifications:

QTY.	DESCRIPTION
1 LOT	<b>1. Customs Administrative Order (CAO) No. 06-2019</b> <b>"Registration of Third Parties dealing with the Bureau"</b> No. of Pages: 10 pages A4 size, full text with logo Newspaper: Broadsheet No. of Issue: Once (1) Color: Black & White Others: Provide layout design, proofread as necessary, and supply two (2) copies of newspaper upon publication
1 LOT	<b>2. Customs Administrative Order (CAO) No. 07-2019</b> <b>"Pre-Lodgement Control Order and Alert Order"</b> No. of Pages: 15 pages A4 size, full text with logo Newspaper: Broadsheet No. of Issue: Once (1) Color: Black and White Others: Provide layout design, proofread as necessary, and supply two (2) copies of newspaper upon publication
1 LOT	<b>3. Customs Administrative Order (CAO) No. 08-2019</b> <b>"Policies on Admission, Movement and Re-exportation of Containers at the Seaports"</b> No. of Pages: 11 pages A4 size, full text with logo Newspaper: Broadsheet Color: Black and White No. of Issue: Once (1) Others: Provide layout design, proof read as necessary and supply two (2) copies of newspaper upon publication

	<p>4. Availability</p> <p>5. Mode of Payment</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, 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 8, 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,

  
**ATTY. FRANCIS T. TOLIBAS**  
Acting Chief, General Services Division

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:

QTY.	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1 LOT	<b>1. Customs Administrative Order (CAO) No. 06-2019</b> <b>"Registration of Third Parties dealing with the Bureau"</b> No. of Pages: 10 pages A4 size, full text with logo Newspaper: Broadsheet No. of Issue: Once (1) Color: Black & White Others: Provide layout design, proof read as necessary and supply two (2) copies of newspaper upon publication		
1 LOT	<b>1. Customs Administrative Order (CAO) No. 07-2019</b> <b>"Pre-Lodgement Control Order and Alert Order"</b> No. of Pages: 15 pages A4 size, full text with logo Newspaper: Broadsheet No. of Issue: Once (1) Color: Black & White Others: Provide layout design, proof read as necessary and supply two (2) copies of newspaper upon publication		
1 LOT	<b>2. Customs Administrative Order (CAO) No. 08-2019</b> <b>"Policies on Admission, Movement and Re-exportation of Containers at the Seaports"</b> No. of Pages: 11 pages A4 size, full text with logo Newspaper: Broadsheet No. of Issue: Once (1) Others: Provide layout design, proof read as necessary		

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)