



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 "**Catering Services for Refresher Course on Assessment for Examiners and Appraisers (Batch 2 and 3)**" 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 : **Catering Services for Refresher Course on Assessment for Examiners and Appraisers (Batch 2 and 3)**

Location : **Palacio del Gobernador (Learning Room 3), General Luna St. Intramuros, Manila**

Approved Budget for the Contract : **Two Hundred Ninety Thousand Pesos (Php 290,000.00) inclusive of tax**

Specifications :

QTY.	DESCRIPTION
1 LOT	Event: Catering Services for Refresher Course on Assessment for Examiners and Appraisers (Batch 2 and 3) Catering (AM/PM Snacks & Lunch for 55 pax) AM Snacks, Lunch and PM Snacks March 2-6, 2020 March 9-13,2020
	Flowing coffee, tea and water during the training session
	Note: Strictly no pork please

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 February 28, 2020 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,


RAQUEL G. DE JESUS
Acting Chief, General Services Division

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	Event: Catering Services for Refresher Course on Assessment for Examiners and Appraisers (Batch 2 and 3) Catering (AM/PM Snacks & Lunch for 55 pax) AM Snacks, Lunch and PM Snacks March 2-6, 2020 March 9-13,2020		
	Flowing coffee, tea and water during the training session		
	Note: Strictly no pork please		

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)

TECHNICAL SPECIFICATIONS

Note: Bidders must state either "Comply" or "Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each Specification:

QTY.	DESCRIPTION	STATEMENT OF COMPLIANCE
1 LOT	<p>Event: Catering Services for Refresher Course on Assessment for Examiners and Appraisers (Batch 2 and 3)</p> <p>Catering (AM/PM Snacks & Lunch for 55 pax) AM Snacks, Lunch and PM Snacks March 2-6, 2020 March 9-13,2020</p>	
	Flowing coffee, tea and water during the training session	
	Note: Strictly no pork please	

I hereby certify to comply with all the above Technical Specifications.

 Name of Company

 Signature over Printed Name of Representative

Date: _____