



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply and Delivery of Face Mask for 3rd Quarter"** 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 Face Mask for 3rd Quarter

Location:

General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila

Approved Budget for

Two Hundred Twelve Thousand Five Hundred

the Contract:

Pesos (PHP212,500.00) - inclusive of tax

Specifications:

Unit	Description/Specifications	Qty
box	Face Mask <ul style="list-style-type: none">• 3-ply Ear Loop• FDA Approved• 50 pcs / Box	2500

Delivery Term/Duration: 15 calendar days

Subject to Retention Money 1-5% Contract Amount

Interested suppliers are required to submit **original/certified true copy of the following:** Valid Mayor's/Business Permit or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal, In case of expired Mayor's/Business Permit, DTL/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 signed and sealed.

Submission of quotation and eligibility documents is on or before **September 5, 2022, 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.



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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,

ISAGANI D. GALSIM

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 Face Mask for 3rd Quarter

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:

1LOT

Unit	Description/Specifications	Qty	Unit Price	Total Price
box	Face Mask <ul style="list-style-type: none">• 3-ply Ear Loop• FDA Approved• 50 pcs / Box	2500		
TOTAL				

Total amount in words: _____

Delivery Term/Duration: 15 calendar days
Subject to Retention Money 1-5% Contract Amount

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/ Signature of Representative

Name of Company

Contact No.



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Mayor's Permit No. _____
PhilGEPs Registration No. _____
(Please submit the photocopies of the above documents upon submission of quotation)