



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for the **Supply and Delivery of Office Equipment for the Customer Care Center**, 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 Office Equipment for the Customer Care Center**

Location : Bureau of Customs Bldg., Muelle Loney St., Iloilo City

Approved Budget for the Contract: Seventy eight thousand nine hundred sixty pesos only (Php78,960.00) inclusive of tax

Specifications :

Item	Qty	Unit of Measure	Item Description
1	4	units	Industrial Stand Fan, aluminum blade, 24"
2	1	unit	Industrial Stand Fan, aluminum blade, 18"
3	1	unit	Amplifier with Bluetooth and USB slot, 800W
4	1	set	Speaker, 12 inches, 650 watts
5	2	units	Speaker tripod
6	1	unit	Multifunction Printer (Print, Scan, Copy), colored, continuous ink system, wired/wireless connectivity

Interested suppliers are required to submit their valid and current Mayor's Permit, BIR Certificate of Registration (BIR Form 2303), PHILGEPS Registration Certificate, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before **April 8, 2021**, 10:00 a.m., at Collector's Office, 2nd Floor, Bureau of Customs Bldg., Muelle Loney St., Iloilo City.

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. 335-0998/337-2684 or email us at portofiloilo@yahoo.com.ph or canalesl@customs.gov.ph.

Very truly yours,

For the Acting Chief, Administrative Division


JOCELYN H. DOFITAS
AO III, Acting Assistant Chief



Annex "A"

PRICE QUOTATION FORM

 Date
 The Bids and Awards Committee
 Bureau of Customs
 Port of Iloilo

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:

Item	Qty	Unit of Measure	Item Description	Unit Price	Total Cost
1	4	units	Industrial Stand Fan, aluminum blade, 24"		
2	1	unit	Industrial Stand Fan, aluminum blade, 18"		
3	1	unit	Amplifier with Bluetooth and USB slot, 800W		
4	1	set	Speaker, 12 inches, 650 watts		
5	2	units	Speaker tripod		
6	1	unit	Multifunction Printer (Print, Scan, Copy), colored, continuous ink system, wired/wireless connectivity		

Warranty: _____

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 and Address

Mayor's Permit No. _____

PhilGEPS Registration No. _____

(Please submit the photocopies of the above documents upon submission of quotation)