



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 **"Printing and Dissemination of Performance Governance System Poster and Pamphlet"** 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 : **Printing and Dissemination of Performance Governance System Poster and Pamphlet**  
Location : **General Services Division OCOM Building, Gate 3, South Harbor, Port Area, Manila**  
Approved Budget for the Contract: **Ninety Thousand Pesos (Php90,000.00) inclusive of tax**

Specifications:

| QTY. | UNIT   | DESCRIPTION   |
|------|--------|---|
| 300  | Copies | Description: PGS Poster<br>"Strategy Road Map with Identified Core & Support Functions"<br><br>No of Pages: 1<br>Color: Full Color<br>Paper: Acid free paper (270gsm)<br>Finish: Glossy<br>Size: 24' x 36 inches<br>No. of Copies: 300 copies<br>Estimated Budget: 60,000.00        |
| 3000 | Copies | Description: PGS Pamphlet<br>"Guidelines on Performance Governance System"<br><br>Size: A4<br>No of Pages: 1 (Back to back, tri fold)<br>Color: Full Color<br>Paper: 155gsm<br>Finish: Glossy<br>Size: 24' x 36 inches<br>No. of Copies: 3000 copies<br>Estimated Budget: 30,000.00 |

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 29, 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

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. | UNIT   | DESCRIPTION   | UNIT PRICE | TOTAL PRICE |
|------|--------|---|------------|-------------|
| 300  | Copies | Description: PGS Poster<br>"Strategy Road<br>Map with Identified Core & Support<br>Functions"<br><br>No of Pages: 1<br>Color: Full Color<br>Paper: Acid free paper<br>(270gsm)<br>Finish: Glossy<br>Size: 24' x 36 inches<br>No. of Copies: 300 copies<br>Estimated Budget: 60,000.00 |            |             |
| 3000 | Copies | Description: PGS Pamphlet<br>"Guidelines on<br>Performance Governance System"<br><br>Size: A4<br>No of Pages: 1 (Back to back,<br>tri fold)<br>Color: Full Color<br>Paper: 155gsm<br>Finish: Glossy<br>Size: 24' x 36 inches<br>No. of Copies: 3000 copies                            |            |             |

|  |  |                             |  |  |
|--|--|-----------------------------|--|--|
|  |  | Estimated Budget: 30,000.00 |  |  |
|--|--|-----------------------------|--|--|

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. \_\_\_\_\_

# Performance Governance System

*Performance Governance System* (also known as *PGS*) is a holistic and collaborative framework for designing, executing, monitoring and sustaining roadmaps. It uses the best global practices in managing strategy to meet the rising needs of Philippine public sector institutions, builds governance reform capacities across a four-stage pathway, and addresses a wide array of challenges while also yielding niched impact.

## Purpose of Cascading the Strategy

The aim of PGS is to “*make governance a shared responsibility.*” It pertains to the need to allow everyone in the organization to participate and contribute to the strategy



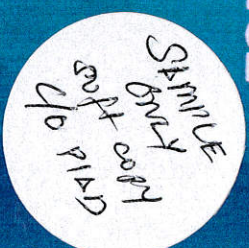
## BUREAU OF CUSTOMS

Bureau of Customs PH  
@CustomsPH  
[www.customs.gov.ph](http://www.customs.gov.ph)  
[boc.cares@customs.gov.ph](mailto:boc.cares@customs.gov.ph)  
8705-6052/8705-6000



## GUIDELINES ON PERFORMANCE GOVERNANCE SYSTEM

*A modernized and credible Customs administration which is among the world's best*





**MISSION**

To strengthen border control, enhance trade facilitation, and improve collection of lawful revenues

**CORE VALUES**

Professionalism  
Integrity  
Accountability



# STRATEGY MAP 2022

**VISION** A modernized and credible Customs administration which is among the world's best

## Fiscal Strength

## Economic Growth

## Border Security

Elevate the Bureau of Customs into a transparent, responsive, and world-class Customs administration by 2022

### Pre-Arrival

Use information communication technology to secure advance information on importation

### Assessment

Re-engineer the current assessment process to increase collection of duties and taxes

### Payment

Provide real-time and accurate information on revenue collection while expanding modes of payment

### Clearance

Implement fully automated system to ensure expeditious clearance of goods and passengers

### Post Clearance Audit

Strengthen post-clearance audit process to detect fraud and revenue leakages

### Organizational Development

Institutionalize meritocracy and professionalism for the efficient and effective delivery of Customs services

### Integrity Development

Cultivate a culture of transparency and accountability in the Customs service

### Border Security, Protection, and Safety

Build the necessary infrastructure and IT Systems to support the re-engineered Customs process

### Financial Management

Optimize resources to support and sustain strategic direction

SAMPLE ONLY  
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C/O PABD