



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Supply and Delivery of Various Furniture and Fixtures”** 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 Various Furniture and Fixtures**

Location: **Bureau of Customs Port Area Manila**

Approved Budget for the Contract (ABC): **Three Hundred Ninety Thousand Pesos (Php390,000.00) – inclusive of tax**

Specifications :

QTY.	UNIT	ITEM	DESCRIPTION
15	Pieces	Clerical Highchair	<ul style="list-style-type: none"> • With mesh back • Chrome plated starbase • Tilting Mechanism
10	Pieces	Clerical Chair	<ul style="list-style-type: none"> • Mesh backrest • Chrome plated starbase • Tilting Mechanism
2	Pieces	Executive Chair	<ul style="list-style-type: none"> • Wooden armrest and starbase • Black Leatherette
12	Pieces	Executive Chair	<ul style="list-style-type: none"> • Back leatherette padded armrest • chrome base
1	Piece	Executive Chair	<ul style="list-style-type: none"> • High back • Black Leatherette wooden armrest with tilting mechanism
4	Pieces	Visitor's Chair	<ul style="list-style-type: none"> • Sledge base with Chrome base • Black leather back & seat
1	Piece	Executive Table	<ul style="list-style-type: none"> • L-Shape • Dimension: at least 160W x 800D x 76 main table • At least 120W x 45D x 68H side table • Rosewood finish
1	Piece	Conference Table	<ul style="list-style-type: none"> • 8-seater wooden material • Dimension: at least 240W x 120D x 75H cm • Rectangular shape • 5mm thickness with V legs



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM INTEGRITY ACCOUNTABILITY

Delivery Duration/ Terms: 7 calendar days

Interested suppliers are required to submit hard copies of their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also be submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return and BIR eFPS Payment Confirmation, and duly signed price quotation form (Annex "A"). All must be properly sealed.

Submission of quotation and eligibility documents is on or before August 9, 2021, 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila and see posting in PhilGeps website.

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,


ISAGANI D. GALSIM

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	ITEM	DESCRIPTION	UNIT COST	TOTAL COST
15	Pieces	Clerical Highchair	<ul style="list-style-type: none"> • With mesh back • Chrome plated starbase • Tilting Mechanism 		
10	Pieces	Clerical Chair	<ul style="list-style-type: none"> • Mesh backrest • Chrome plated starbase • Tilting Mechanism 		
2	Pieces	Executive Chair	<ul style="list-style-type: none"> • Wooden armrest and starbase • Black Leatherette 		
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4	Pieces	Visitor's Chair	<ul style="list-style-type: none"> • Sledge base with Chrome base • Black leather back & seat 		
1	Piece	Executive Table	<ul style="list-style-type: none"> • L-Shape • Dimension: at least 160W x 800D x 76 main table 		



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1	Piece	Conference Table	<ul style="list-style-type: none">• At least 120W x 45D x 68H side table• Rosewood finish• 8-seater material wooden• Dimension: at least 240W x 120D x 75H cm• Rectangular shape• 5mm thickness with V legs		
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Delivery Duration/ Term: 7 calendar days

Total amount in words and figures:

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)