



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 the "Catering Services for Training Workshop on the Rules of Classification, Rules of Origin for Customs Personnel" 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 Training Workshop on the Rules of Classification, Rules of Origin for Customs Personnel  
Location : 4<sup>th</sup> Floor, Customs Capacity Building Center, POM Building, Bureau of Customs  
Approved Budget for the Contract: Sixty Three Thousand Pesos (Php 63,000.00), inclusive of tax

Specifications:

QTY.	DESCRIPTION
1 lot	Catering Service: (buffet service) for three (3) days consisting of AM breakfast/snacks, lunch, PM snacks for 60 pax

Interested suppliers are required to submit their sample, valid and current Mayor's Permit, DTI/SEC Registration, 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 January 20, 2017, 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 initialled 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,

For IAG



**JOSEPH G. ESCASIO**

OIC, Administration Office, IAG



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:

Quantity	Description	Unit Price	Total Price
1 lot	Catering Service: (buffet service) for three (3) days consisting of AM breakfast/snacks, lunch, PM snacks for 60 pax		

Warranty : \_\_\_\_ months from the date of delivery

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:

Item	Specification	Statement of Compliance
1	Meals for three (3) days consisting of the following: For 60 persons.  Breakfast/AM Snacks, Manage Buffet Lunch, PM snacks	
2	One vegetable dish is required. One dish consisting of fish or sea foods. One dish consisting of meat either, chicken or beef	
3	Strictly <b>no pork</b> to be used in all meals and snacks.	
4	One drink for every snacks and meal (ice tea, fruit juices, etc.)	
5	1 Bottled water, every day for 3 days.	
6	Free Flowing coffee and tea.	
7	Buffet table dressed up.	
8	Availability: January 23, 24, 25, 2017 (Monday, Tuesday, Wednesday) (Dates are subject to change.)	

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

Name of Company

Signature Over Printed Name of Representatives

Date: