



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "**Installation of Wall Glass, Door Glass and Blinds**" 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: **Installation of Wall Glass, Door Glass and Blinds**

Location: **Bureau of Customs Port of Batangas**

Approved Budget for the Contract (ABC): **Nine Hundred Seventy- Eight Thousand Four Hundred Pesos (Php978,400.00) – inclusive of tax**

Specifications:

ABC – Nine Hundred Seventy-Eight Thousand Four Hundred Pesos (Php978,400.00)

QUANTITY	UNIT	DISCRIPTION
1	lot	WALL GLASS (WOOD FRAMING)
4	pcs	Door (Glass - Wood Framing)
1	lm	Frosting of Glass
		- white Tint
1	set	BLINDS
2	set	Accent Light

Delivery Duration/ Terms: 5 working days

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 October 22, 2020 12:00 n.n., at Administrative Division Bureau of Customs, 3rd Floor, Main Building, Sta. Clara Pier, Batangas City 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 +63-977-825-6293 or email us at celloc@customs.gov.ph.

Very truly yours,


MARINEL N. BIANSON
Administrative Division



BUREAU OF CUSTOMS

Professionalism Integrity Accountability



Annex "A"

PRICE QUOTATION FORM

Date

The Bids and Awards Committee
Bureau of Customs
Port of Batangas

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:

ABC – Nine Hundred Seventy-Eight Thousand Four Hundred Pesos (Php978,400.00)

QUANTITY	UNIT	DISCRIPTION
1	lot	WALL GLASS (WOOD FRAMING)
4	pcs	Door (Glass - Wood Framing)
1	lm	Frosting of Glass
		- white Tint
1	set	BLINDS
2	set	Accent Light

Delivery Duration/ Terms: 5 working 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)



BUREAU OF CUSTOMS

Professionalism Integrity Accountability



Appendix 60

PURCHASE REQUEST

Entity Name: BUREAU OF CUSTOMS - PORT OF BATANGAS

Fund Cluster: 01

Office/Section : _____		PR No.: _____		Date: <u>July 30, 2020</u>	
_____		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	WALL GLASS (WOOD FRAMING)	1	499,000.00	499,000.00
	pcs	Door (Glass - Wood Framing)	4	32,900.00	131,600.00
	lm	Frosting of Glass - white Tint	1	244,000.00	244,000.00
	set	BLINDS	1	64,900.00	64,900.00
	set	Accent Light	2	19,250.00	38,500.00
					978,400.00
Purpose: <u>Installations of wall glass, door glass and blinds</u>					
Requested by: Signature : _____ Printed Name : <u>CATHERINE T. CELLO</u> Designation : <u>SUPPLY & PROPERTY OFFICER</u>			Approved by: _____ <u>ATTY. FILEMON L. MENDOZA JR.</u> <u>BAC - CHAIRPERSON</u>		