



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply, Delivery, and Installation of Window Blinds for Customs Training Institute Office"** 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, Delivery, and Installation of Window Blinds for Customs Training Institute Office**
 Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**
 Approved Budget for the Contract: **Two Hundred One Thousand Five Hundred Ninety-One Pesos and Fifty Centavos (PHP201,591.50)**

Specifications:
1LOT

QTY.	Unit	DESCRIPTION
2	Set	(W) 70inch x (H) 50 inches
2	Set	(W) 75inch x (H) 50 inches
2	Set	(W) 68inch x (H) 50 inches
2	Set	(W) 53inch x (H) 50 inches
3	Set	(W) 68inch x (H) 50 inches
2	Set	(W) 50inch x (H) 50 inches
2	Set	(W) 28inch x (H) 50 inches

Delivery Term: 15cd upon receipt of Purchase Order
 Subject to Retention Money 1-5% of Contract Amount.

Interested suppliers are required to submit **original/certified true copy** of the following: valid and current *Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet and Articles of Incorporation shall also submit), PHILGEPS Registration Certificate, Omnibus Sworn Statement, 2020 Income/Business Tax Return, and duly signed price quotation form (Annex "A")*. All must be properly sealed.



Submission of quotation and eligibility documents is on or before **November 23, 2021, 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.

Very truly yours,


ISAGANI D. GALSIM
Chief Administrative Officer
General Services Division



Annex "A"

PRICE QUOTATION FORM

Date

The Bids and Awards Committee
 Bureau of Customs
 Port Area, Manila

**Project Title: Supply, Delivery, and Installation of Window Blinds for
 Customs Training Institute Office**

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:

1LOT

QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
2	Set	(W) 70inch x (H) 50 inches		
2	Set	(W) 75inch x (H) 50 inches		
2	Set	(W) 68inch x (H) 50 inches		
2	Set	(W) 53inch x (H) 50 inches		
3	Set	(W) 68inch x (H) 50 inches		
2	Set	(W) 50inch x (H) 50 inches		
2	Set	(W) 28inch x (H) 50 inches		
Total:				

Delivery Term: 15cd upon receipt of Purchase Order
 Subject to Retention Money 1-5% of Contract Amount.

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)