



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 "**Catering Services for Integrity, Transparency and Accountability in Public Service (ITAPS)**" 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 Integrity, Transparency and Accountability in Public Service (ITAPS)**

Location : **Bureau of Customs – NAIA, 3rd Floor, Conference Room, NAIA Customhouse, Old MIA Rd., Pasay City**

Approved Budget for the Contract : **Sixty-Six Thousand Pesos (Php 66,000.00) inclusive of tax**

Specifications :

QTY.	DESCRIPTION
1LOT	<p>Project: Catering Services for Integrity, Transparency and Accountability in Public Service (ITAPS)</p> <p>Catering (AM/PM Snacks & Lunch for 55 pax)</p> <ul style="list-style-type: none">➤ AM Snacks, Lunch, and PM Snacks<ul style="list-style-type: none">• March 12, 2020• March 17, 2020• March 19, 2020• April 1, 2020 <p>Note: Strictly NO PORK</p> <p>Flowing coffee, tea and water during the training session</p> <p>With waiter during training hours</p>

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 March 9, 2020 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,

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.	DESCRIPTION	Unit Price	Total Price
1LOT	Project: Catering Services for Integrity, Transparency and Accountability in Public Service (ITAPS) Catering (AM/PM Snacks & Lunch for 55 pax) <ul style="list-style-type: none">➤ AM Snacks, Lunch, and PM Snacks<ul style="list-style-type: none">• March 12, 2020• March 17, 2020• March 19, 2020• April 1, 2020 Note: Strictly NO PORK Flowing coffee, tea and water during the training session With waiter during training hours		

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	DESCRIPTION	STATEMENT OF COMPLIANCE
1	<p>Project: Catering Services for Integrity, Transparency and Accountability in Public Service (ITAPS)</p> <p>Catering (AM/PM Snacks & Lunch for 55 pax)</p> <ul style="list-style-type: none"> ➤ AM Snacks, Lunch, and PM Snacks <ul style="list-style-type: none"> • March 12, 2020 • March 17, 2020 • March 19, 2020 • April 1, 2020 <p>Note: Strictly NO PORK</p>	
2	Flowing coffee, tea and water during the training session	
3	With waiter during training hours	

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

Name of Company

Signature over Printed Name of Representative

Date: _____