



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply and Delivery of Office Equipment"** 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 Office Equipment**
Location: **Bureau of Customs Port Area Manila**
Approved Budget for the Contract: **Two Hundred Forty-Six Thousand Pesos (Php246,000.00) inclusive of tax**

Specifications

QTY.	Item	DESCRIPTION	
3 units	Office Laptop	Operating System:	Windows 10
		Processor:	Intel Core i5 4-8 GB RAM 1 TB Hard Drive
1 Unit	High Performance Laptop	Processor:	Intel Core i7
		RAM:	16GB
		GPU:	Intel® UHD Graphics 630 & NVIDIA GeForce RTX 2070 with Max-q Design

Delivery Duration: 7 calendar days upon NTP receipt

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 submit), 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 in hard copy is on or before **November 23, 2020 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.

South Harbor, Gate 3, Port Area, Manila 1099

Tel. Nos 8527-4537, 8527-1935

Website: www.customs.gov.ph Email: Boc.cares@customs.gov.ph

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BUREAU OF CUSTOMS

Professionalism Integrity Accountability



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

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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.	Item	DESCRIPTION	UNIT PRICE	TOTAL PRICE
3 units	Office Laptop	Operating System: Windows 10 Processor: Intel Core i5 4-8 GB RAM 1 TB Hard Drive		
1 Unit	High Performance Laptop	Processor: Intel Core i7 RAM: 16GB GPU: Intel® UHD Graphics 630 & NVIDIA GeForce RTX 2070 with Max-q Design		

Delivery Duration: 7 calendar days upon NTP receipt

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)

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