



## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Printing and Delivery of Customs Modernization and Tariff Act (CMTA) R.A 10863"** 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: **Printing and Delivery of Customs Modernization and Tariff Act (CMTA) R.A 10863**

Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**

Approved Budget for the Contract: **Fifty Thousand Pesos (PHP50,000.00) inclusive of tax**

Specifications:

Quantity	Unit	DESCRIPTION
100	Pieces	Cover : Soft Bound
		Cover : Foldcote #15, full color with UV lam
		Cover : Full Color; front
		Black and White; inside
		Size : Folded; 8.75 x 6
		Inside Pages : book#60, 1/1, 147 pages
		Cover : perfect bind

Delivery Term: Seven (7) Calendar upon receipt of Notice to Proceed  
Subject to Deduction of 1-5% Retention Money

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 **March 14, 2022, 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.**



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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](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,

  
**ISAGANI D. GALSIM**  
Chief, General Services Division



Annex "A"

### PRICE QUOTATION FORM

Date

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

**Project Name: Printing and Delivery of Customs Modernization and  
Tariff Act (CMTA) R.A 10863**

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	Unit	DESCRIPTION	UNIT PRICE	TOTAL PRICE
100	Pieces	Cover : Soft Bound		
		Cover : Foldcote #15, full color with UV lam		
		Cover : Full Color; front Black and White; inside		
		Size : Folded; 8.75 x 6		
		Inside Pages : book#60, 1/1, 147 pages		
		Cover : perfect bind		

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



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\_\_\_\_\_  
Contact No. of Company

\_\_\_\_\_  
Mayor's Permit No.

\_\_\_\_\_  
PhilGEPS Registration No.

(Please submit the photocopies of the above documents upon submission of quotation)