



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "**Publication of CMO 02-2021**" 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: **Publication of CMO 02-2021**

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

Approved Budget for the Contract: **Four Hundred Thirty-Five Thousand Four Hundred Fifty-Six Pesos (Php 435,456.00) - inclusive of tax**

Specifications:

QTY.	DESCRIPTION
1 LOT	<p>AD Material: Customs Memorandum Order (CMO) 02-2021 "SUPPLEMENTAL GUIDELINES IN THE IMPLEMENTATION OF CUSTOMS MEMORANDUM ORDER (CMO) NO. 49-2019 ON THE MANDATORY FILLING-UP OF BOX NO. 41 (SUPPLEMENTAL UNITS) IN THE LODGEMENT OF THE GOODS DECLARATION IN THE E2M"</p> <p>No. of Pages: 47 pages A4 size text document (Including Annex table) Newspaper: Broadsheet No. of Issue: Once (1) Color: Black and White Others: Provide layout design, proofread as necessary, and supply five (5) copies of newspaper upon publication</p>

Interested suppliers are required to submit hard copies of their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also be submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest 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 January 26, 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.



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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,

A handwritten signature in black ink, appearing to read 'Raquel G. De Jesus'.

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
1 LOT	<p>AD Material: Customs Memorandum Order (CMO) 02-2021 "SUPPLEMENTAL GUIDELINES IN THE IMPLEMENTATION OF CUSTOMS MEMORANDUM ORDER (CMO) NO. 49-2019 ON THE MANDATORY FILLING-UP OF BOX NO. 41 (SUPPLEMENTAL UNITS) IN THE LODGEMENT OF THE GOODS DECLARATION IN THE E2M"</p> <p>No. of Pages: 47 pages A4 size text document (Including Annex table)</p> <p>Newspaper: Broadsheet No. of Issue: Once (1) Color: Black and White Others: Provide layout design, proofread as necessary, and supply five (5) copies of newspaper upon publication</p>		

Total amount in words: _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/ Signature of Representative



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PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

Name of Company

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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