



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Supply and Delivery of Furniture and Fixtures for Authorized Economic Operator (AEO) 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 and Delivery of Furniture and Fixtures for Authorized Economic Operator (AEO) Office**

Location : **Bureau of Customs, Port Area, Manila**

Approved Budget for the Contract : **Nine Hundred Seventy-One Thousand Five Hundred Sixty Pesos (Php971,560.00) - inclusive of tax**

Specifications :

UNIT	ITEM DESCRIPTION	QUANTITY
unit	Swivel Chair (High back) <ul style="list-style-type: none"> • Size: W – 67.31 x H – 130.81cm • Color: Black • Adjustable Seat Height Fabric in leatherette and metal chrome legs 	7
unit	Sled Type Chair (Mid Back) <ul style="list-style-type: none"> • Size: (WDH) 750x650x1,040mm • Color: Black • Adjustable Seat Height Fabric in leatherette and metal chrome legs 	25
unit	Executive Table <ul style="list-style-type: none"> • Size: (WDH) 1,800 x 800 x 760 mm • Size: (WDH) 1200 x 400 x 670 mm • Color: Light Brown Sleek 	7
unit	Swivel Chair (Mid back) <ul style="list-style-type: none"> • Size: L23" x W20" H41" • Color: Black • Materials: Fabric Seat & Back, PVC Armrest & Starbase 	32
unit	Conference Table (8 to 10 seaters) <ul style="list-style-type: none"> • Size: L 1805mm x W 905mm x H 800mm • 25mm melamine light grey laminated top with same color PVC banding • With a total height of 750mm, panel legs supporting the tabletop 	4



unit	Conference Table (4 to 6 seaters) <ul style="list-style-type: none"> Size: L 240 x 120 x 75 cm Oval Conference Table 2.4m Melamine lamination for heat and scratch resistance 	3
unit	Accent Chair <ul style="list-style-type: none"> Size: L55xW64xH41cm Material: Sponge + Fabric + Wood 	6
unit	Sofa Chair <ul style="list-style-type: none"> Size: L 164.45 cm x W 80.96 cm x H 83.49 cm Weight: 68kg 	3
unit	Coffee Table <ul style="list-style-type: none"> Size: W90 x D53 x 32H cm 	3
unit	Side Table (Rectangular) <ul style="list-style-type: none"> Size: L133 x W37 x H75 cm 	1
unit	Sofa Chair (2-Seater) <ul style="list-style-type: none"> Size: L59" x W34" x H30" Material: Fabric 	1
unit	Side Table (Round) <ul style="list-style-type: none"> Size: Tabletop Diameter 50cm x 50 cm Height: 57cm 	2

Delivery Duration/Term: 7 calendar days upon receipt of Notice of Proceed Subject for 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 & 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"). All must be properly signed and sealed.

Submission of quotation and eligibility documents is on or before **July 15, 2022, 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.



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

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. 8527-9757 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 and Delivery of Furniture and Fixtures for
Authorized Economic Operator (AEO) 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:

UNIT	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
unit	Swivel Chair (High back) <ul style="list-style-type: none"> Size: W – 67.31 x H – 130.81cm Color: Black Adjustable Seat Height Fabric in leatherette and metal chrome legs 	7		
unit	Sled Type Chair (Mid Back) <ul style="list-style-type: none"> Size: (WDH) 750x650x1,040mm Color: Black Adjustable Seat Height Fabric in leatherette and metal chrome legs 	25		
unit	Executive Table <ul style="list-style-type: none"> Size: (WDH) 1,800 x 800 x 760 mm Size: (WDH) 1200 x 400 x 670 mm Color: Light Brown Sleek 	7		
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unit	Side Table (Round) <ul style="list-style-type: none"> Size: Tabletop Diameter 50cm x 50 cm Height: 57cm 	2		
		GRAND TOTAL		

Delivery Duration/Term: 7 calendar days upon receipt of Notice of Proceed Subject for Deduction of 1%-5% Retention Money

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

Very truly yours,

 Name/ Signature of Representative

 Name of Company

 Phone/Contact Number

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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