



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**

January 29, 2018

**CUSTOMS MEMORANDUM CIRCULAR**  
**NO. 29-2018**

To: All Deputy Commissioners  
All Directors and Division Chiefs  
All District/Port Collectors  
And Others Concerned

**Subject: National Tax Research Center (NTRC)/New Address**

Attached is the letter of Executive Director Trinidad A. Rodriguez, NTRC informing that they have transferred to their new office at –

**3/F Palacio del Gobernador Condominium  
General Luna Street corner A. Soriano Avenue  
Intramuros Manila 1002**

Also, indicated in the letter are the contact numbers of various divisions of NTRC.

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

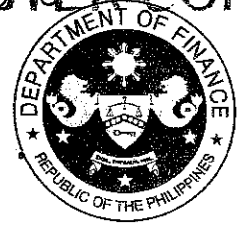
*J. Lapena*  
**ISIDRO S LAPEÑA, PhD, CSEE**  
Commissioner

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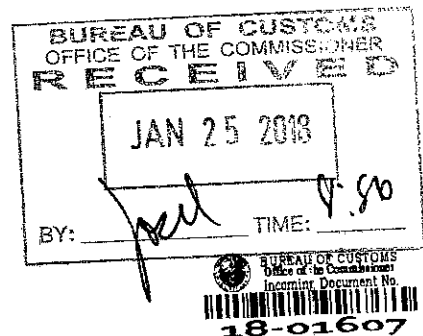
Republic of the Philippines  
**DEPARTMENT OF FINANCE**  
**NATIONAL TAX RESEARCH CENTER**  
 3/F Palacio del Gobernador Condominium  
 General Luna Street, corner A. Soriano Avenue  
 Intramuros, Manila



187-383  
 01-29-18  
 1132

January 8, 2018

**COMMISSIONER ISIDRO LAPEÑA**  
 Commissioner  
 Bureau of Customs  
 Port Area, 1018 Manila



Dear **Commissioner Lapeña**:

We wish to inform you that the National Tax Research Center (NTRC) has vacated its office space at Harbor Center II Bldg., 23<sup>rd</sup> Street, corner Delgado Street, Port Area, Manila and has transferred to its new office at the Palacio del Gobernador Condominium.

Our new office address is as follows:

National Tax Research Center  
 3/F Palacio del Gobernador Condominium  
 General Luna Street corner A. Soriano Avenue  
 Intramuros, Manila 1002

Below are the contact numbers for your reference.

Branch/Division	Telephone Number
Office of the Executive Director (OED)	527-2064
OED Telefax	527-2071
Office of the Deputy Director	527-2050
Tax Statistics Branch	527-4128
Planning and Coordinating Branch	527-2066
Fiscal Incentives Branch	527-2062
Direct Taxes Branch	527-2068
Economics Branch	524-2065
Special Research and Technical Services Branch	527-2049
Human Resource Division	562-6825
Administrative Division	527-4127
Accounting Division	562-6817
COA	527-7028

You may also contact us through our email address [info@ntrc.gov.ph](mailto:info@ntrc.gov.ph) or directly through the undersigned at [ning.rodriguez@ntrc.gov.ph](mailto:ning.rodriguez@ntrc.gov.ph).

Very truly yours,

*Trinidad A. Rodriguez*

**TRINIDAD A. RODRIGUEZ**  
 Executive Director