



INTEGRITY ACCOUNTABILITY

PROFESSIONALISM



### REQUEST FOR QUOTATION

04-2022, CAO 05-2022, CAO 06-2022 and CAO 07-2022" in accordance with the Revised Implementing Rules and Regulations of Republic Act No. 9184. The details a Small Value Procurement for "Newspaper Publication of CAO 03-2022, CAO of the project are as follows: The Bureau of Customs (BOC), through its Administration Office (AO), will undertake

Name of Project: Location: 2022 2022, CAO 05-2022, CAO 06-2022 and CAO 07-Newspaper Publication of CAO 03-2022, CAO 04-

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

Approved Budget for the Contract: Four Hundred Ninety-Nine Thousand Two Hundred Ninety-Six Pesos (Php499,296.00) - inclusive of tax

Specifications:

| QTY.  |                         | DESCRIPTION  | AMOUNT       |
|-------|-------------------------|--|--------------|
| LOT 1 | AD MATERIAL:            | CAO 03-2022 – "Reward to Persons   |              |
|       | •                       | Instrumental in the Actual Collection of                                 |              |
|       |                         | Additional Revenues Arising from the                                     |              |
|       |                         | Discovery Violations of the CMTA"  |              |
|       | NO. OF PAGES:           | 12 pages A4 size, full text document                                     |              |
|       | NEWSPAPER:              | Broadsheet   |              |
|       | NO. OF ISSUE:           | Once (1)   |              |
|       | COLOR:                  | Black and White  |              |
|       | OTHERS:                 | Provide layout design, proofread as                                      |              |
|       | necessary, and supply   | oply   |              |
|       |                         | five (5) copies of newspaper upon  |              |
|       | publication             |  | Php90,720.00 |
|       | IMPORTANT REQUIREMENTS: | JIREMENTS:   |              |
|       | The newspaper/su        | The newspaper/supplier shall be evaluated based on the                   | ٠            |
|       | following criteria:     |  |              |
|       | a. Broadsheet           | Broadsheet/national newspaper of general circulation in the Philippines: |              |
|       | b. At least 15          | At least 15 years in publishing business;                                |              |
|       | c. Highly exp           | Highly experienced in publishing Notices and                             |              |
|       | Issuances               | Issuances from the Bureau;   |              |
|       | d. Among the            | Among the Top five (5) Broadsheet Newspaper in                           |              |
|       | terms of readership;    | adership;  |              |
|       | e. Proficient i         | Proficient in creating well-organized, easy to read                      |              |
|       | layout in d             | layout in digital format.  |              |



BUREAU OF CUSTOMS MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

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|   | LOT 2   |  |
|---|---|--|
| Rureau of Customs Customer Care Center (CCCs)"  NO. OF PAGES: 9 pages A4 size, full text document 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  IMPORTANT REQUIREMENTS: The newspaper/supplier shall be evaluated based on the following criteria: f. Broadsheet/national newspaper of general circulation in the Philippines; g. At least 15 years in publishing business; h. Highly experienced in publishing Notices and Issuances from the Bureau; i. Among the Top five (5) Broadsheet Newspaper in terms of readership; j. Proficient in creating well-organized, easy to read layout in digital format. | AD MATERIAL: <b>CAO 04-2022</b> – "Institutionalizing Transparency in Delivery of Services through the Establishment of the |  |
| Php 71,232.00   |   |  |



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# BUREAU OF CUSTOMS MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



|   | IMP<br>The<br>folk   | pub                               | nec                                 | 0 0             | NO.           | NEV.  |                                | LOT 4 AD                           |               |  |  |   |   |                                 | IOII                           | The  |             |                                   | nec                   | OTH                                 | 6               | NO.           | NEV                                 | ,<br>)                      |                                     |  |                                    | 0                                    |
|---|--|-----------------------------------|-------------------------------------|-----------------|---------------|---|--------------------------------|------------------------------------|---------------|--|--|---|---|---------------------------------|--------------------------------|--|-------------|-----------------------------------|-----------------------|-------------------------------------|-----------------|---------------|-------------------------------------|-----------------------------|-------------------------------------|--|------------------------------------|--------------------------------------|
| q. At least 15 r. Highly expe   | IMPORTANT REQUIREMENTS: The newspaper/supplier shall following criteria: p. Broadsheet/national ne   | publication                       | necessary, and supply               | COLOR:          | NO. OF ISSUE: | NO. OF PAGES:                                   |                                | AD MATERIAL:                       | 5             | <ul> <li>erms or readership;</li> <li>Proficient in creating</li> </ul>    | n. Among the                                   | m. Highly expe<br>Issuances fi  |   | circulation i                   | =                              | IMPORTANT REQUIREMENTS The newspaper/supplier shall                            | publication |                                   | necessary, and supply | OTHERS:                             | COLOR:          | NO. OF ISSUE: | NEWSPAPER:                          |                             |                                     |  |                                    |                                      |
| circulation in the Philippines; At least 15 years in publishing business; Highly experienced in publishing Notices and Issuances from the Bureau; | IMPORTANT REQUIREMENTS: The newspaper/supplier shall be evaluated based on the following criteria: p. Broadsheet/national newspaper of general | five (5) copies of newspaper upon | Provide layout design, prooffead as | Black and White | Once (1)      | 17 pages A4 size, full text document Broadsheet | Reassignments and Designation" | <b>CAO 06-2022</b> – "Assignments, | jital format. | refris or readership;  Proficient in creating well-organized, easy to read | Among the Top five (5) Broadsheet Newspaper in | Hignly experienced in publishing Notices and Issuances from the Bureau; | At least 15 years in publishing business; | circulation in the Philippines; | pational powerpaper of deporal | IMPORTANT REQUIREMENTS: The newspaper/supplier shall be evaluated based on the |             | five (5) copies of newspaper upon | ply                   | Provide layout design, proofread as | Black and White | Once (1)      | 2 pages A4 size, Iuli text document | the Customs Office thereat" | San Fernando, La Union and Creating | Jurisdiction of the Collection District of | Economic Zone (NAIP-Sez) under the | Luzon Aero Industrial Park – Special |
|   |  | Php 106,848.00                    |                                     | ٠               |               | 1   |                                |                                    |               |  |  |   |   | 2)<br>2)                        |                                |  |             | Php 16,800.00                     |                       |                                     | 1               | 11            | ,                                   |                             |                                     |  |                                    |                                      |



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### BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

|                | digital format.  |        |
|----------------|--|--------|
|                | roficient in creating well-organized, easy to read layout in     |        |
|                | w. Among the Top five (5) Broadsheet Newspaper in                |        |
|                | Issuances from the Bureau;                                       |        |
| •              |  |        |
|                | <ul> <li>u. At least 15 years in publishing business;</li> </ul> |        |
|                |  |        |
|                | t. Broadsheet/national newspaper of general                      |        |
|                | following criteria:  |        |
|                | The sources of the line of the second on the                     |        |
| Php 213,696.00 |  |        |
|                | publication ,  |        |
|                | five (5) copies of newspaper upon                                |        |
|                | necessary, and supply  |        |
|                | OTHERS: Provide layout design, proofread as                      |        |
|                | COLOR: Black and White   |        |
|                | NO. OF ISSUE: Once (1)   |        |
|                | NEWSPAPER: Broadsheet  |        |
|                | NO. OF PAGES: 26 pages A4 size, full text document               |        |
|                |  |        |
|                | -AD-MATERIAL: CAO-07=2022 = "Accreditation of                    | -LOT-5 |
| •              | the T  |        |

**following:** valid and current Mayor's/Business Permit or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective Interested suppliers are required to submit original/certified true copy of the quotation form (Annex "A"). All must be properly signed and sealed. Omnibus Sworn Statement, Latest Income/Business Tax Return, and duly signed price Articles DTI/SEC Registration (for partnerships/corporations, General Information Sheet & bidder has applied for renewal, In case of expired Mayor's/Business Permit submit, 으 Incorporation shall also submit), PHILGEPS Registration Certificate,





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Area, Manila. Submission of quotation and eligibility documents is on or before **August 15, 2022**, **10:00 a.m.**, at General Services Division (GSD); Ground Floor, OCOM Building, Port

price quotation form. minimum description as stated above and other terms and conditions stated in the Award of contract shall be made to the lowest quotation, which complies with the

initialed by the bidder or his/her duly authorized representative/s. Any interlineations, erasures or overwriting shall be valid only if they are signed or

additional terms and conditions as it may deem proper. The BOC reserves the right to accept or reject any or all quotations and to impose

For inquiry, bacsecretariat@customs.gov.ph. you may contact us at Telefax no. 8527-9757 윽 email us at

Very truly yours,

ISAGANI D. GALSIM
Chilef Administrative Officer
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.  |  | DESCRIPTION <sup>.</sup>   | AMOUNT |
|-------|--|--|--------|
| LOT 1 | AD MATERIAL:                           | CAO 03-2022 – "Reward to Persons Instrumental in the Actual Collection of  |        |
|       |  | Additional Revenues Arising from the Discovery Violations of the CMTA"     |        |
|       | NO. OF PAGES:                          | 12 pages A4 size, full text document                                       |        |
|       | 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                              |        |
|       | IMPORTANT REQUIREMENTS:                | JIREMENTS:   |        |
|       | The newspaper/su criteria:             | The newspaper/supplier shall be evaluated based on the following criteria: |        |
|       | a. Broadsheet                          | Broadsheet/national newspaper of general circulation in                    |        |
|       | the Philippines;<br>b. At least 15 yea | the Philippines;<br>At least 15 years in publishing business;              |        |
|       |  | Highly experienced in publishing Notices and Issuances                     |        |
|       | rom the Bureau                         | from the Bureau;  Among the Ton five (5) Broadsheet Newspaper in terms of  |        |
|       |  |  |        |
|       | digital format                         | digital format.  |        |



# BUREAU OF CUSTOMS MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

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|   | from the Bureau;<br>Among the Top five (5) Broadsheet Newspaper in terms of                              | n. Ar              |
|---|--|--------------------|
|   | At least 15 years in publishing business; Highly experienced in publishing Notices and Issuances         | n. At              |
|   | Broadsheet/national newspaper of general circulation in the Philippines;                                 | k. Br              |
|   | IMPORTANT REQUIREMENTS:<br>The newspaper/supplier shall be evaluated based on the following              | IMPORTA The news   |
|   | five (5) copies of newspaper upon publication  | -                  |
|   |  | and supply         |
|   | Black and White  Provide layout design, proofread as necessary.  | OTHERS:            |
|   |  | NO. OF ISSUE       |
|   | NGES. 2 pages AT Size, Idli text document  | NEWSPAPER:         |
|   |  |                    |
|   | Collection District of San Fernando, La Union  |                    |
|   | (NAIP-Sez) under the Jurisdiction of the   |                    |
|   | Aero Industrial Park - Special Economic Zone   |                    |
|   | RIAL: CAO 05-2022 – "Placing the North Luzon   | LOT 3 AD MATERIAL: |
| • | Proficient in creating well-organized, easy to read layout in<br>digital format.                         | ,<br>⊈ P           |
|   | readership;  |                    |
|   | from the Bureau;<br>Among the Top five (5) Broadsheet Newspaper in terms of                              | i. Ar              |
|   | At least 15 years in publishing business; Highly experienced in publishing Notices and Issuances         | g. At<br>h. Hi     |
|   | Broadsheet/national newspaper of general circulation in the Philippines;                                 | f.<br>th           |
|   | IMPORTANT REQUIREMENTS:<br>The newspaper/supplier shall be evaluated based on the following<br>criteria: | IMPORTA The news   |
|   | five (5) copies of newspaper upon publication  |                    |
|   |  | and supply         |
|   | Provide lavout design, proofread as necessary,   | OTHERS:            |
|   |  | NO. OF ISSUE       |
|   |  | NEWSPAPER:         |
|   |  | NO. OF PAGES:      |
|   | Customer Care Center (CCCs)"   |                    |
| • | the Establishment of the Bureau of Customs   |                    |
|   | Transparency in Delivery of Services through   |                    |



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# BUREAU OF CUSTOMS MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

|   |       | o. Proficient in c<br>digital format.                   | Proficient in creating well-organized, easy to read layout in digital format.                            |     |
|---|-------|---|--|-----|
|   | LOT 4 | AD MATERIAL:  | <b>CAO 06-2022</b> – "Assignments,   |     |
|   |       |   | Reassignments and Designation"   |     |
|   |       | NO. OF PAGES:   | 17 pages A4 size, full text document   |     |
|   |       | 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  |     |
|   | -8    | IMPORTANT REQUIREMENTS: The newspaper/supplier shall    | IMPORTANT REQUIREMENTS: The newspaper/supplier shall be evaluated based on the following                 |     |
|   |       | x. Broadsheet/nat                                       | Broadsheet/national newspaper of general circulation in  |     |
|   |       | y. At least 15<br>z. Highly exp                         | At least 15 years in publishing business; Highly experienced in publishing Notices and Issuances         | •   |
|   |       | from the Bureau,<br>aa. Among the Top f                 | from the Bureau; Among the Top five (5) Broadsheet Newspaper in terms of                                 | 1   |
|   |       | Proficient in creatir                                   | Proficient in creating well-organized, easy to read layout in digital                                    | 4.0 |
|   |       |   | format.  |     |
|   | LOT 5 | AD MATERIAL:  | CAO 07-2022 – "Accreditation of Importers"   |     |
|   |       | NO. OF PAGES:   | 26 pages A4 size, full text document   |     |
|   |       | NO. OF ISSUE:   | Once (1)   |     |
|   |       | COLOR:  | Black and White  |     |
|   |       | OTHERS:   | Provide layout design, proofread as necessary,   |     |
| 1 |       |   | five (5) copies of newspaper upon publication  | 3.  |
|   |       | IMPORTANT REQUIREMENTS:<br>The newspaper/supplier shall | IMPORTANT REQUIREMENTS: The newspaper/supplier shall be evaluated based on the following                 |     |
|   |       | bb. Broadshee   | eria: bb. Broadsheet/national newspaper of general circulation in  |     |
|   |       | cc. At least 15 year<br>dd. Highly experien             | cc. At least 15 years in publishing business; dd. Highly experienced in publishing Notices and Issuances |     |
|   |       | from the Bureau;<br>ee. Among the Top fi                | from the Bureau;  Among the Top five (5) Broadsheet Newspaper in terms of                                |     |
|   |       | Proficient in creating                                  | Proficient in creating well-organized, easy to read layout in digital                                    |     |
| _ |       |   |  |     |



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|--|
| 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 .  |
| Contact Number   |
| Mayor's Permit No  |