



Republic of the Philippines  
Department of Finance  
**Bureau of Customs**  
1099 Manila

## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a second Small Value Procurement "**Catering Services for Civil Service Commission, National Capital Region (CSC-NCR) Supervisory Development Course Track 2-3**" 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 : **Catering Services for Civil Service Commission, National Capital Region (CSC-NCR) Supervisory Development Course Track 2-3**

Location : **President's Room, 4<sup>th</sup> Floor, Customs Capacity Building Center, Port of Manila Building, Gate 3, South Harbor, Port Area Manila**

Approved Budget for the Contract: **Fifty Four Thousand Pesos (Php 54,000.00) - inclusive of tax**

### Specifications

QTY.	DESCRIPTION
1 LOT	<p>Meals for 180 pax</p> <p>Date of Event:</p> <ul style="list-style-type: none"><li>• March 6, 2018 (45 pax)</li><li>• March 7, 2018 (45 pax)</li><li>• March 8, 2018 (45 pax)</li><li>• March 9, 2018 (45 pax)</li></ul> <p>Should include:</p> <ul style="list-style-type: none"><li>• AM Snacks P60.00 (head w/ bottled drinks)</li><li>• Lunch P180.00 (head w/ bottled drinks)</li><li>• PM Snacks P60.00 (head w/ bottled drinks)</li></ul> <p>Others:</p> <ul style="list-style-type: none"><li>• Free Candies</li><li>• Buffet set up with Plates; Utensils &amp; Cups</li><li>• Free flowing coffee/tea &amp; water</li><li>• Managed buffet lunch</li></ul> <p>Service Provider should also provide:</p> <ul style="list-style-type: none"><li>• At least 2 waiter service to manage distribution of food and attend to other needs.</li></ul>

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of

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:

<b>QTY.</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>
1 LOT	Meals for 180 pax  Date of Event: <ul style="list-style-type: none"><li>• March 6, 2018 (45 pax)</li><li>• March 7, 2018 (45 pax)</li><li>• March 8, 2018 (45 pax)</li><li>• March 9, 2018 (45 pax)</li></ul> Should include: <ul style="list-style-type: none"><li>• AM Snacks P60.00 (head w/ bottled drinks)</li><li>• Lunch P180.00 (head w/ bottled drinks)</li><li>• PM Snacks P60.00 (head w/ bottled drinks)</li></ul> Others: <ul style="list-style-type: none"><li>• Free Candies</li><li>• Buffet set up with Plates; Utensils &amp; Cups</li><li>• Free flowing coffee/tea &amp; water</li><li>• Managed buffet lunch</li></ul> Service Provider should also provide: <ul style="list-style-type: none"><li>• At least 2 waiter service to manage distribution of food and attend to other needs.</li></ul>	1 LOT	

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

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

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

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