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PROFESSIONALISA

ACCOUNTABILITY

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "Catering Services for News Writing and Technical Report Writing" 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 News Writing and Technical

Report Writing

Location:

General Services Division, OCOM Building, Gate 3,

South Harbor, Port Area, Manila

Approved Budget for the Contract:

One Hundred Twenty Thousand Nine Hundred Sixty

Pesos (Php120,960.00) - inclusive of tax

Specifications: 1 LOT

ITEM

- Packed Meals (AM snack, PM snack and Lunch)
- Flowing Coffee and Water During Training
- No Pork Ingredients
- With Utensils, Creamer, Sugar Coffee, Percolator, Stirrer, Spoon and Fork, Trash Bag and Styro Cups

Venue: 2nd Floor, Training Room 1, ITDD Office, Citadel Building, Bonifacio Drive, Port Area, Manila

Batch 1

- Date 1: October 11, 2022
 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 2: October 12, 2022
 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 3: October 13, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 4: October 14, 2022
 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)

Batch 2

- Date 1: October 18, 2022
 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 2: October 19, 2022
 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 3: October 20, 2022



BUREAU OF CUSTOMS MAKABAGONG ADUANA MATATAG NA FKONOMIYA



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27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)

Date 4: October 21, 2022
 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)

Interested suppliers are required to submit **original/certified true copy of the 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 bidder has applied for renewal, In case of expired Mayor's/Business Permit submit, 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. Must be submitted in hard copy.

Submission of quotation and eligibility documents is on or before **October 7, 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.

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 DI GALSIM
Chief Administrative Officer
General Services Division



BUREAU OF CUSTOMS MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



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Annex "A"

PRICE QUOTATION FORM

Date

The Bids and Awards Committee Bureau of Customs Port Area, Manila

Project Title: Catering Services for News Writing and Technical Report Writing

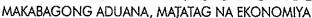
Sir/Madam:

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:

ITEM	Total Amount
 Packed Meals (AM snack, PM snack and Lunch) Flowing Coffee and Water During Training No Pork Ingredients With Utensils, Creamer, Sugar Coffee, Percolator, Stirrer, 	
Spoon and Fork, Trash Bag and Styro Cups	·
Venue: 2 nd Floor, Training Room 1, ITDD Office, Citadel Building, Bonifacio Drive, Port Area, Manila	
Batch 1	
Date 1: October 11, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)	
Date 2: October 12, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)	
Date 3: October 13, 2022 7 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)	
Date 4: October 14, 2022 7 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)	
Batch 2	



BUREAU OF CUSTOMS





- Date 1: October 18, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 2: October 19, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 3: October 20, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)
- Date 4: October 21, 2022 27 pax (24 participants + 1 Resource Speakers/day, 2 facilitator/day)

Total amount in words:

Very truly yours,

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

Name/ Signature of Representative	
Name of Company	
Phone/Contact Number	
Mayor's Permit NoPhilGEPS Registration No	
	— ove documents upon submission of quotation)