



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

129 - 431
Internal Admin. Group
Received by: VICKY REYES
Date: 080918
Time: 1120

REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for "**Catering Services for MICP 3rd Batch Seminar on Integrity Transparency and Accountability of Public Servants (ITAPS)**" 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 MICP 3rd Batch Seminar on Integrity Transparency and Accountability of Public Servants (ITAPS)**

Location : **MICP Conference**

Approved Budget for the Contract: **Fourteen Thousand Four Hundred Pesos (Php 14,400.00) -inclusive of tax**

Specifications

QTY.	DESCRIPTION
1 LOT	Meals for 48 pax Date of Event: <ul style="list-style-type: none">• August 16, 2018 Should include: <ul style="list-style-type: none">• AM Snacks• Lunch• PM Snacks Others: <ul style="list-style-type: none">• Buffet set up with Plates; Utensils & Cups• Free flowing coffee/tea & water• Managed buffet lunch Service Provider should also provide: <ul style="list-style-type: none">• At least 2 waiter service to manage distribution of food and attend to other needs.

Interested suppliers are required to submit their valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before **August 14, 2018**, 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. 527-9757 or email us at bacsecretariat@customs.gov.ph.

Very truly yours,


GLADYS F. ROSALES, MPA, CESE
Deputy Commissioner *a*
Internal Administration Group 

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	UNIT PRICE	TOTAL PRICE
1 LOT	Meals for 48 pax Date of Event: <ul style="list-style-type: none">• August 16, 2018 Should include: <ul style="list-style-type: none">• AM Snacks• Lunch• PM Snacks Others: <ul style="list-style-type: none">• Buffet set up with Plates; Utensils & Cups• Free flowing coffee/tea & water• Managed buffet lunch Service Provider should also provide: <ul style="list-style-type: none">• At least 2 waiter service to manage distribution of food and attend to other needs.		

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)