



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Supply and Delivery of Isopropyl Alcohol for the 4th Quarter”** 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: **Supply and Delivery of Isopropyl Alcohol for the 4th Quarter**
 Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**
 Approved Budget for the Contract: **Two Hundred Ninety-Seven Thousand Five Hundred Pesos (PHP297,500.00) - inclusive of tax**
 Specifications:

Unit	Description/Specifications	Qty
Gallon	Isopropyl Alcohol <ul style="list-style-type: none"> • Isopropyl 70% • FDA Approved 	500

Delivery Term/Duration:7 calendar days
 Subject to Retention Money 1-5% Contract Amount

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 17, 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.



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

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,


ISAGANI D. GALSIM

Chief, General Services Division



Annex "A"

PRICE QUOTATION FORM

Date

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

Project Title: Supply and Delivery of Isopropyl Alcohol for the 4th Quarter

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:

1LOT

Unit	Description	Qty	Unit Price	Total Price
Gallon	Isopropyl Alcohol <ul style="list-style-type: none"> • Isopropyl 70% FDA Approved 	500		
TOTAL				

Total amount in words: _____

Delivery Term/Duration: 7 calendar days

Subject to Retention Money 1-5% Contract Amount

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

Very truly yours,

 Name/ Signature of Representative

 Name of Company

 Contact No.

Mayor's Permit No. _____

PhilGEPS Registration No. _____

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