

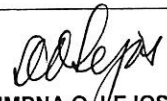
**BUREAU OF CUSTOMS**  
**Management Information System and Technology Group**

BOC WEBSITE  
REQUEST FOR POSTING

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Name :	
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Name:	DIMPNA O. LEJOS
Office :	Internal Administration Group
Designation:	OIC-Deputy Commissioner

Publish Date :	October 12 2015																																																																																																												
Subject:	Supply and Delivery of Junior Executive Chairs and Executive Chairs																																																																																																												
Type:	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Press Release</td> <td>/</td> <td><input type="checkbox"/></td> <td>Bidding</td> <td><input type="checkbox"/></td> <td>Job Opening</td> <td><input type="checkbox"/></td> <td>Transparency Seal</td> </tr> <tr> <td><input type="checkbox"/></td> <td>CMO</td> <td></td> <td><input type="checkbox"/></td> <td>Auction</td> <td><input type="checkbox"/></td> <td>Training</td> <td></td> <td>Annual Reports</td> </tr> <tr> <td><input type="checkbox"/></td> <td>CMC</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Approved Budget &amp; targets based on GAA</td> </tr> <tr> <td><input type="checkbox"/></td> <td>CAO</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Major programs &amp; projects</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Program/projects beneficiaries / status of implementation and program/project evaluation</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Summary of Contract Awarded</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Bid Opportunities</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>a. Annual Procurement Plan</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>v b. Invitation to Bid/Request for Quotation</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>c. Bid Supplemental</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Citizen's Charter</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Cover Letter</td> </tr> </table> <p>Others, Specify:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	Press Release	/	<input type="checkbox"/>	Bidding	<input type="checkbox"/>	Job Opening	<input type="checkbox"/>	Transparency Seal	<input type="checkbox"/>	CMO		<input type="checkbox"/>	Auction	<input type="checkbox"/>	Training		Annual Reports	<input type="checkbox"/>	CMC							Approved Budget & targets based on GAA	<input type="checkbox"/>	CAO							Major programs & projects									Program/projects beneficiaries / status of implementation and program/project evaluation									Summary of Contract Awarded									Bid Opportunities									a. Annual Procurement Plan									v b. Invitation to Bid/Request for Quotation									c. Bid Supplemental									Citizen's Charter									Cover Letter
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Attached File/s:	<ol style="list-style-type: none"> <li>Request for Quotation (RFQ)</li> <li>Price Quotation Form (Annex "A")</li> </ol>																																																																																																												

  
**DIMPNA O. LEJOS**  
 OIC- Director, Administration Office  
 Signature

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\*\*\* FOR MISTG STAFF \*\*\*

Request No. :	
Approved By:	



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 Small Value Procurement for Supply and Delivery of Junior Executive Chairs and Executive Chairs, 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 Junior Executive Chairs and Executive Chairs  
Location : BOC Manila (HRMD and Legal Service Department)  
Approved Budget for the Contract: Sixty Eight Thousand and Two Hundred Pesos (Php. 68,200.00)-inclusive of tax  
Specifications :

QTY.	DESCRIPTION
14 pcs	Junior Executive Chairs <ul style="list-style-type: none"><li>➤ Fabric upholstery</li><li>➤ High-back</li><li>➤ Dimensions: 57Lx46Wx92-100 HCM</li><li>➤ Pneumatic height adjustment</li><li>➤ 360° swivel function</li><li>➤ 300 mm chrome base and nylon casters</li><li>➤ Tilt Lock mechanism</li><li>➤ Base capacity: 300 kgs</li></ul>
3 pcs	Executive Chair <ul style="list-style-type: none"><li>➤ Fabric upholstery</li><li>➤ Mid-back</li><li>➤ Dimensions: 57Lx46Wx92-100 HCM</li><li>➤ Pneumatic height adjustment</li><li>➤ 360° swivel function</li><li>➤ 300 mm chrome base and nylon casters</li><li>➤ Tilt Lock mechanism</li><li>➤ Base capacity: 300 kgs</li></ul>

Delivery Term: Thirty (30) days from signing of PO

Interested suppliers are required to submit their valid and current Mayor's Permit and PHILGEPS Registration Certificate, and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before October 20, 2015 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.

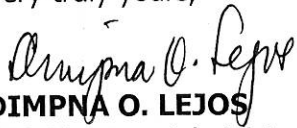
Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled 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 bocbacsecretariat2014@gmail.com

Very truly yours,



**DIMPNA O. LEJOS**  
OIC-Director, Administration Office

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:

Quantity	Description	Unit Price	Total Price
14 pcs	Junior Executive Chairs <ul style="list-style-type: none"><li>➤ Fabric upholstery</li><li>➤ High-back</li><li>➤ Dimensions: 57Lx46Wx92-100 HCM</li><li>➤ Pneumatic height adjustment</li><li>➤ 360° swivel function</li><li>➤ 300 mm chrome base and nylon casters</li><li>➤ Tilt Lock mechanism</li><li>➤ Base capacity: 300 kgs</li></ul>		
3 pcs	Executive Chair <ul style="list-style-type: none"><li>➤ Fabric upholstery</li><li>➤ Mid-back</li><li>➤ Dimensions: 57Lx46Wx92-100 HCM</li><li>➤ Pneumatic height adjustment</li><li>➤ 360° swivel function</li><li>➤ 300 mm chrome base and nylon casters</li><li>➤ Tilt Lock mechanism</li><li>➤ Base capacity: 300 kgs</li></ul>		

Warranty : 2 years from the date of delivery

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)