



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 "**Lease of Training for ISO Quality Management**" 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 : **Lease of Training for ISO Quality Management**
Location : **Manila and Cebu City**
Approved Budget for the Contract: **Eight Hundred Ninety Eight Thousand Pesos (Php898,000.00) inclusive of tax**

Specifications

QTY.	DESCRIPTION
1 LOT	<p>Manila:</p> <ol style="list-style-type: none">1. Risk Management Training for 3 batches2. Internal Audit Course3. Root Cause Analysis Training <p>Cebu:</p> <ol style="list-style-type: none">1. Documentation Training <p>Qualification</p> <ol style="list-style-type: none">1. Global leader in professional training;2. Trainers undergo a strict and standardized qualification program and training overseas and locally;3. Offers professional development training and customized training solutions;4. Trainers are experienced practitioners in their fields, providing valuable real-world insights;5. Had joint undertaking with the BOC on area on Operations and Assessment; and6. The trainer shall conform to BOC Schedule. <p>Inclusions</p> <ul style="list-style-type: none">• Venue• Morning Snacks• Lunch• Afternoon snacks• Training Modules/Kits (Hard and Soft Copy for all participants)• Certificates

	Mode of Payment <ul style="list-style-type: none">• Send Bill
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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 December 10, 2019, 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,



RAQUEL G. DE JESUS

Acting Chief, General Services Division

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	<p>Ma Manila:</p> <ul style="list-style-type: none">1. Risk Management Training for 3 batches2. Internal Audit Course3. Root Cause Analysis Training <p>Cebu:</p> <ul style="list-style-type: none">1. Documentation Training		
	<p>Qualification</p> <ul style="list-style-type: none">1. Global leader in professional training;2. Trainers undergo a strict and standardized qualification program and training overseas and locally;3. Offers professional development training and customized training solutions;4. Trainers are experienced practitioners in their fields, providing valuable real-world insights;5. Had joint undertaking with the BOC on area on Operations and Assessment; and6. The trainer shall conform to BOC Schedule.		

	Inclusions <ul style="list-style-type: none"> • Venue • Morning Snacks • Lunch • Afternoon snacks • Training Modules/Kits (Hard and Soft Copy for all participants) • Certificates 		
	Mode of Payment Send Bill		

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)

Technical Specifications

Name: Lease of training for ISO Quality Management System (QMS) related trainings

ABC: Eight Hundred Ninety-Eight Thousand Pesos **(PhP898,000.00)**

Note: Bidders must state either "Comply" or "Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each Specification:

Item	Specification	Statement of Compliance
1	<p>Manila:</p> <ol style="list-style-type: none"> 1. Risk Management Training for 3 Batches 2. Internal Audit Course 3. Root Cause Analysis Training <p>Cebu:</p> <ol style="list-style-type: none"> 1. Documentation Training 	
2	<p>Qualification</p> <ol style="list-style-type: none"> 1. Global leader in professional training; 2. Trainers undergo a strict and standardized qualification program and training overseas and locally; 3. Offers professional development training and customized training solutions; 4. Trainers are experienced practitioners in their fields, providing valuable real-world insights; 5. Had joint undertaking with the BOC on areas on Operations and Assessment ;and 6. The trainer shall conform with BOC schedule. 	
3	<p>Inclusions:</p> <ul style="list-style-type: none"> • Venue • Morning snacks • Lunch • Afternoon snacks • Training Modules/Kits (Hard and Soft Copy for all participants) • Certificates 	
4	<p>Mode of Payment</p> <p>Send Bill</p>	

Prepared by:

RACQUEL G. DE JESUS

Acting Chief, General Services Division
Ground Floor, Office of the Commissioner Building

I hereby certify to comply with all the above Technical Specifications.

**Name of Company
Representative**

Signature over Printed Name of

Date: _____