REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Newspaper Publication of CAO 01-2025 – Cross-Border Control on E-Commerce Importations"** 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:	**Newspaper Publication of CAO 01-2025 – Cross-Border Control on E-Commerce Importations**
Location:	**General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**
Approved Budget for the Contract:	**Ninety-Eight Thousand Eight Hundred Thirty-Four Pesos and Forty Centavos (Php98,834.40) - inclusive of tax**

Specifications :

QTY.	DESCRIPTION	
LOT	AD MATERIAL:	**CAO 01-2025** – "Cross-Border Control on E-Commerce Importation"
	NO. OF PAGES:	9 cols full text document
	NEWSPAPER:	Broadsheet
	NO. OF ISSUE:	Once (1)
	COLOR:	Black and White
	OTHERS:	Provide layout design, proofread as necessary, and supply five (5) copies of newspaper upon publication
	IMPORTANT REQUIREMENTS: The newspaper/supplier shall be selected based on the following criteria: a. Broadsheet/national newspaper of general circulation in the Philippines; b. At least 15 years in publishing business; c. Highly experienced in publishing Notices and Issuances from the Bureau; d. Among the Top five (5) Broadsheet Newspaper in terms of readership; e. Proficient in creating well-organized, easy to read layout in digital format.	

Interested suppliers are required to submit **original/certified true copy** of the following: 1) valid and current Mayor's/Business Permit, (In case of expired MP/BP, submit copy of recently expired permit and official receipt as proof of renewal), 2) PHILGEPS Registration Certificate, 3) Original duly signed Omnibus Sworn Statement (OSS) and 4) Duly signed price quotation form (Annex "A").

All must be properly signed and sealed. Must be submitted in hard copy. In case of goods kindly indicate the brand being offered in your price quotation form (Annex "A")

Submission of quotation and eligibility documents is on or before **March 17, 2025, 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. 8526-6571 or email us at boc-svp@customs.gov.ph.

Very truly yours,

RAQUEL G. DE JESUS
Head, BAC Secretariat/
Acting Chief, General Services Division

Annex "A"

PRICE QUOTATION FORM

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

Project Name: **Newspaper Publication of CAO 01-2025 – Cross-Border Control on E-Commerce Importations**

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	STATEMENT OF COMPLIANCE

LOT 1	**AD MATERIAL:** CAO 01-2025 – "Cross-Border Control on E-Commerce Importations"
	NO. OF PAGES: 9 cols full text document
	NEWSPAPER: Broadsheet
	NO. OF ISSUE: Once (1)
	COLOR: Black and White
	OTHERS: Provide layout design, proofread as necessary, and supply five (5) copies of newspaper upon publication
	
	IMPORTANT REQUIREMENTS:
	The newspaper/supplier shall be selected based on the following criteria:
	  a. Broadsheet/national newspaper of general circulation in the Philippines;
	  b. At least 15 years in publishing business;
	  c. Highly experienced in publishing Notices and Issuances from the Bureau;
	  d. Among the Top five (5) Broadsheet Newspaper in terms of readership;
	  e. Proficient in creating well-organized, easy to read layout in digital format.	

	TOTAL AMOUNT	

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

_____
Contact Number

Mayor's Permit No._____
PhilGEPS Registration No._____
(Please submit the photocopies of the above documents upon submission of quotation)