



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 "**Improvement/Fabrication of Computer Work Station of the Office of Planning Policy and Research Division**" 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: **Improvement/Fabrication of Computer Workstation of the Office of Planning Policy and Research Division**

Location: **Bureau of Customs**

Approved Budget for the Contract: **Four Hundred Thirty-Five Thousand Nine Hundred Seven Pesos and 52/100 (Php435,907.52)– inclusive of tax**

### Specifications

QTY.	DESCRIPTION
1 LOT	<ol style="list-style-type: none"><li><b>1. Mobilization</b><ol style="list-style-type: none"><li>a. Preparation of logistics of contractor's equipment.</li><li>b. Setting up of Temporary Facilities within the site.</li><li>c. Setting up of necessary water and power lines required for the Project.</li></ol></li><li><b>2. Demolition Works</b><ol style="list-style-type: none"><li>a. Dismantling of existing floor and wall tiles of comfort room.</li></ol></li><li><b>3. Tiles Works</b><ol style="list-style-type: none"><li>a. Supply and installation of floor tiles and wall tiles on the comfort room.</li><li>b. Supply and installation of granite countertop as shown on the plan.</li></ol></li><li><b>4. Carpentry Works</b><ol style="list-style-type: none"><li>a. Dismantling and subsequent replace of dilapidated flooring and ceiling board including framing.</li><li>b. Fabrication of built-in tables and cabinets as shown on the plans.</li></ol></li><li><b>5. Doors and Windows</b><ol style="list-style-type: none"><li>a. Supply and installation of doors on the comfort as shown on the plans</li><li>b. Repair of all existing windows</li></ol></li><li><b>6. Painting Works</b><ol style="list-style-type: none"><li>a. Painting of all newly installed ceiling.</li><li>b. Repainting of all interior and exterior walls and partitions.</li></ol></li><li><b>7. Electrical Works</b><ol style="list-style-type: none"><li>a. Supply and installation of complete electrical system as indicated on the plans</li></ol></li></ol>

	<ul style="list-style-type: none"> <li><b>b.</b> Supply and installation of wiring devices, switches and outlets, wall receptacles, plates and accessories</li> <li><b>c.</b> Restoration of other electrical system not shown on the drawings such as power outlets, switches, data and other control wirings.</li> <li><b>d.</b> Supply and installation of exhaust fan on the pantry and comfort rooms.</li> <li><b>e.</b> Complete testing and commissioning of all electrical lighting, power systems</li> </ul> <p><b>8. Plumbing Works</b></p> <ul style="list-style-type: none"> <li><b>a.</b> Supply and installation of new plumbing fixture and accessories as indicated on the plans.</li> <li><b>b.</b> Re-piping of sanitary and water distribution system</li> </ul> <p><b>9. Demobilization</b></p> <ul style="list-style-type: none"> <li><b>a.</b> Site clean-up</li> <li><b>b.</b> Hauling debris materials from project site to appropriate disposal area.</li> <li><b>c.</b> Removal and hauling of tools and equipment from project site.</li> </ul> <p><b>Work Duration: 30 Calendar Days</b></p>
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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, PCAB License, 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 March 06, 2020 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila and see posting in PhilGeps Website.

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](mailto: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:

DESCRIPTION	QTY		MATERIAL COST	
	#Units	UM	P/Unit	Total
<b>A. Mobilization</b>	1.00	lot		
<b>B. Demolition and Chipping Works</b>	1.00	lot		
<b>C. Tiling Works</b> <ul style="list-style-type: none"><li>• Glazed Tile 30cmx30cm</li><li>• Non-skid floor Tile 30cmx30cm</li><li>• Synthetic Granite</li><li>• Plastering Sand</li><li>• Portland Cement</li><li>• Fiber Mesh</li><li>• Grout</li><li>• Adhesive Cement</li></ul>	280.00 50.00 1.00 35.00 15.00 25.00 5.00 10.00	pcs pcs lm bags bags sqm bags bags		
<b>D. Carpentry Works</b> <ul style="list-style-type: none"><li>• Metal Furring</li><li>• Wall Angle</li><li>• Fiber Cement Board</li><li>• Blind Rivet</li><li>• Black Screw</li><li>• Stickwell</li><li>• Phenolic Board</li><li>• Laminate</li><li>• Stainless Steel Tubular</li><li>• Cabinet Accessories</li><li>• Miscellaneous</li></ul>	7.00 4.00 4.00 2.00 200.00 2.00 8.00 5.00 10.00 1.00 1.00	pcs pcs pcs box pcs gals pcs pcs pcs lot lot		

<b>E. Doors and Windows</b> <ul style="list-style-type: none"> <li>• Glass Window with frame</li> <li>• 70x210 PVC Door with Door Jamb</li> <li>• Repair existing windows</li> </ul>	1.00 1.00 1.00	set set lot		
<b>F. Painting Works</b> <ul style="list-style-type: none"> <li>• Flat Latex</li> <li>• Semi-Gloss Latex</li> <li>• QDE</li> <li>• Flat Wall Enamel</li> <li>• Lacquer Primer</li> <li>• Paint Thinner</li> <li>• Paint Roller</li> <li>• Pollituff</li> <li>• A/C Paint</li> <li>• Waterproofing</li> <li>• Miscellaneous</li> </ul>	2.00 2.00 3.00 3.00 2.00 2.00 1.00 2.00 1.00 2.00 1.00	tins tins gals gals gals gals lot gals lot gal lot		
<b>G. Electrical Works</b> <ul style="list-style-type: none"> <li>• 15mm dia. Flexible pipe</li> <li>• 3.5mm<sup>2</sup> THHN Wire CU Stranded</li> <li>• Octagonal box</li> <li>• Utility box</li> <li>• 15mm dia. PVC pipe</li> <li>• Pin lights</li> <li>• PVC Tape</li> <li>• Universal Convenience outlet</li> <li>• Exhaust Fan</li> </ul>	1.00 1.00 2.00 2.00 2.00 4.00 4.00 1.00 3.00	roll box pcs pcs pcs pcs roll set sets		
<b>H. Plumbing Works</b> <ul style="list-style-type: none"> <li>• Water Closet with accessories</li> <li>• Kitchen sink</li> <li>• PVC Pipe 3"</li> <li>• PVC Pipe 2"</li> <li>• 1/2" PPR Pipes</li> <li>• Pipe fittings and accessories</li> <li>• Stainless Strainer</li> <li>• Face Mirror</li> <li>• Paper and Soap Holder</li> <li>• Miscellaneous</li> </ul>	2.00 1.00 2.00 2.00 2.00 1.00 2.00 2.00 2.00 1.00	set set pcs pcs pcs lot pc set set lot		

**Work Duration: 30 Calendar Days**

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)

<b>Direct Cost</b> Material Cost Labor Cost Mobilization <b>Total Direct Cost</b> _____
<b>Indirect Cost</b> OCM (15% of DC) Contractors Profit (10% of DC) _____ <b>Total Indirect Cost</b>
<b>Tax (5% of DC + IC)</b>
<b>Total Project Cost</b>

**BUREAU OF CUSTOMS**  
**GENERAL SERVICES DIVISION**  
 BUILDING AND MAINTENANCE SECTION  
 OCOM Bldg. Port Area, Manila

**BILL OF QUANTITIES**


**Project Title : Improvement/Fabrication of Computer Work Station of the Office of Planning Policy and Research Division (PPRD)**  
**Location : 2nd Floor OCOM Building**

Sheet No.: 2 of 2  
 Date: 11/28/2019

DESCRIPTION	QTY		MATERIAL COST		LABOR COST	TOTAL
	# Units	UM	P/Unit	Total		
<b>A. Mobilization</b>	1.00	lot				
<b>B. Demolition and Chipping Works</b>	1.00	lot				
<b>C. Tiling Works</b>						
Glazed Tile 30cmx30cm	280.00	pcs				
Non-skid floor Tile 30cmx30cm	50.00	pcs				
Synthetic Granite	1.00	lm				
Plastering Sand	35.00	bags				
Portland Cement	15.00	bags				
Fiber Mesh	25.00	sqm				
Grout	5.00	bags				
Adhesive Cement	10.00	bags				
<b>D. Carpentry Works</b>						
Metal Furring	7.00	pcs				
Wall Angle	4.00	pcs				
Fiber Cement Board	4.00	pcs				
Blind Rivet	2.00	box				
Black Screw	200.00	pcs				
Stickwell	2.00	gals				
Phenolic Board	8.00	pcs				
Laminate	5.00	pcs				
Stainless Steel Tubular	10.00	pcs				
Cabinet Accessories	1.00	lot				
Miscellaneous	1.00	lot				
<b>E. Doors and Windows</b>						
Glass Window with frame	1.00	set				
70x210 PVC Door with Door Jamb	1.00	set				
Repair existing windows	1.00	lot				
<b>F. Painting Works</b>						
Flat Latex	2.00	tins				
Semi-Gloss Latex	2.00	tins				
QDE	3.00	gals				
Flat Wall Enamel	3.00	gals				
Laquer Primer	2.00	gals				
Paint Thinner	2.00	gals				
Paint Roller	1.00	lot				
Pollituff	2.00	gals				
A/C Paint	1.00	lot				
Waterproofing	2.00	gal				
Miscellaneous	1.00	lot				
<b>G. Electrical Works</b>						
15mm dia. Flexible pipe	1.00	roll				
3.5mm2 THHN Wire CU Stranded	1.00	box				

DESCRIPTION	QTY		MATERIAL COST		LABOR COST	TOTAL
	# Units	UM	P/Unit	Total		
Utility box	2.00	pcs				
15mm dia. PVC pipe	2.00	pcs				
Pin lights	4.00	pcs				
PVC Tape	4.00	roll				
Universal Convenience outlet	1.00	set				
Exhaust Fan	3.00	sets				
<b>H. Plumbing Works</b>						
Water Closet with accessories	2.00	set				
Kitchen sink	1.00	set				
PVC Pipe 3"	2.00	pcs				
PVC Pipe 2"	2.00	pcs				
1/2" PPR Pipes	2.00	pcs				
Pipe fittings and accessories	1.00	lot				
Stainless Strainer	2.00	pc				
Face Mirror	2.00	set				
Paper and Soap Holder	2.00	set				
Miscellaneous	1.00	lot				

Prepared by:

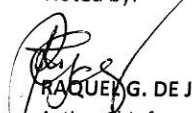
  
**ENGR. GARY E. AGUILAR**  
 Technical Staff  
 General Services Division

  
**GENBERT S. GUSAGO**  
 Technical Assistant  
 General Services Division

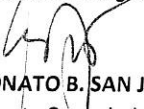
Reviewed by:

  
**ENGR. CECIL G. FABIAN**  
 Administrative Officer IV  
 General Services Division

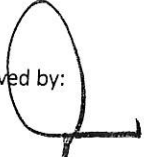
Noted by:

  
**RAQUEL G. DE JESUS**  
 Acting Chief  
 General Services Division

Recommending approval:

  
**DONATO B. SAN JUAN**  
 Deputy Commissioner  
 Internal Administration Group

Approved by:

  
**REY LEONARDO B. GUERRERO**  
 Commissioner  
 Bureau of Customs

**Direct Cost**

Material Cost  
 Labor Cost  
 Mobilization

**Total Direct Cost**

**Indirect Cost**

OCM (15% of DC)  
 Contractors Profit (10% of DC)

**Total Indirect Cost**

Tax (5% of DC + IC)

**TOTAL PROJECT COST**



