



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Repair and Renovation of Revenue Accounting Division (RAD) Office"** 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 : **Repair and Renovation of Revenue Accounting Division (RAD) Office**
- Location : **Bureau of Customs, Port Area, Manila**
- Approved Budget for the Contract : **Eight Hundred Sixty Thousand Seven Hundred Twenty-One Pesos and Nine Centavos (Php860,721.09) -inclusive of tax**
- Specifications :

QTY.	DESCRIPTION
1 LOT	<p><b>A. SCOPE OF WORKS</b></p> <p><b>1. Mobilization</b></p> <ul 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> </ul> <p><b>2. Demolition Works</b></p> <ul style="list-style-type: none"> <li>a. Dismantling and subsequent hauling of existing drywalls and all ceiling as indicated on the proposed plan.</li> <li>b. Dismantling and subsequent hauling of existing electrical wiring and auxiliary system affected of demolition works.</li> </ul> <p><b>3. Carpentry Works</b></p> <ul style="list-style-type: none"> <li>a. Supply and installation of gypsum board complete with standard metal stud support on all dry wall partition as shown on the plans.</li> <li>b. Fabrication of all built-in furniture (cabinet couches and conference table) as shown on the perspective drawing and as indicated on the plans.</li> </ul> <p><b>4. Painting Works</b></p>

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	<ul style="list-style-type: none"> <li>a. Painting of all interior and exterior walls, partitions, and ceiling as per plan.</li> <li>b. Coating of all existing floors with polyurethane paint including top coat and sealer.</li> </ul> <p><b>5. Floor Works</b></p> <ul style="list-style-type: none"> <li>a. Supply and installation of all floor tiles as shown on the plan.</li> <li>b. Dismantling of existing floor tiles and its subsequent replacement.</li> </ul> <p><b>6. Electrical Works</b></p> <ul style="list-style-type: none"> <li>a. Supply and installation of all replacement of busted lightings (fluorescent and pin lights).</li> <li>b. Supply and installation of wiring devices (power outlets and switches) as needed.</li> </ul> <p><b>7. Demobilization</b></p> <ul style="list-style-type: none"> <li>a. Site clean-up</li> <li>b. Hauling of debris materials from project site to appropriate disposal area.</li> <li>c. Removal and hauling of tools and equipment from project site.</li> </ul> <p><b>Work Duration: 90 Calendar Days</b></p>
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Interested suppliers are required to submit **original/certified true copy of the following:** valid and current Mayor's Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also be submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, PCAB License and duly signed price quotation form (Annex "A"). All must be properly sealed.

Submission of quotation and eligibility documents is on or before **December 7, 2021, 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.

**Awarded Bidder must secure Performance Security/Performance Bond 30% of Contract Price upon receipt of Notice of Award.**

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.

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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,

  
**ISAGANI D. GALSIM**  
Chief Administrative Officer  
General Services Division

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Annex "A"

**PRICE QUOTATION FORM**

Date:

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

Project Name: **Repair and Renovation of Revenue Accounting Division (RAD) Office**

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		LABOR COST	TOTAL
	# Units	UM	P/Unit	Total		
<b>A. Mobilization/ Demobilization</b>	1.00	lot				
<b>B. Demolition Works</b>	1.00	lot				
<b>C. Carpentry Works</b>						
<b>Ceiling:</b>						
Fiber Cement Board 6mm	50.00	sht/s				
Metal Furring	80.00	lgth				
Carrying Channel	30.00	lgth				
Wall Angle	20.00	lgth				
Suspension Rod 3/8	3.00	box				
Threaded Rod 3/4	4.00	box				
Expansion Bolt 3/4	19.00	lgth				
Blind Rivet	10.00	box				
Black Screw	10.00	box				
<b>Built in Furniture</b>						
3/4" Plyboard	85.00	shts				
Laminate	21.00	shts				
Rugby	7.00	gal				
Cabinet Accessories	1.00	lot				
Black Screw	2,500.00	pcs				
Common Nail	1.00	lot				
Stickwell	30.00	gals				
Miscellaneous	1.00	lot				
<b>sub-total=</b>						



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<b>D. Painting Works</b>						
Flat Latex	10.00	gals				
Semi-Gloss Latex	10.00	gals				
QDE	9.00	gals				
Flat Wall Enamel	9.00	gals				
Laquer Primer	6.00	gals				
Paint Thinner	6.00	gals				
Paint Brush	1.00	lot				
Paint Roller	1.00	lot				
Consumables	1.00	lot				
			<b>sub-total=</b>			
<b>E. Floor Works</b>						
60cm x 60cm Homogeneous Floor Tiles	405.00	pcs				
Tile adhesive	42.00	bags				
Grout	18.00	bags				
Portland Cement	33.00	bags				
Consumables	1.00	bags				
			<b>sub-total=</b>			
<b>F. Electrical Works</b>						
<b>Lighting Fixtures:</b>						
9W LED Round Panel Light	60.00	pcs				
<b>Wiring Devices:</b>						
Single Gang Switch	3.00	pcs				
2-Gang Switch	8.00	pcs				
<b>Wires and Cables</b>						
	1.00	lot				
			<b>sub-total=</b>			

**Work Duration:**  
**90 Calendar Days**

Total amount in words:

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

**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**

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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)

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