



# BUREAU OF CUSTOMS

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 Pantry and Comfort Rooms and Installation of Cashier's Booth of the Office of BOC NAIA Terminal 1"** 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 Pantry and Comfort Rooms and Installation of Cashier's Booth of the Office of BOC NAIA Terminal 1**  
Location: **Bureau of Customs Port Area Manila**  
Approved Budget for the Contract: **Eight Hundred Seventy-Two Thousand One Hundred Seventy-Four Pesos and 32/100 (Php872,174.32)**

### Specifications

QTY.	DESCRIPTION
1 LOT	<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 ceiling and ceiling frame at stock room and comfort rooms</li> </ul> <p><b>3. Carpentry Works</b></p> <ul style="list-style-type: none"> <li>a. Installation of new ceiling frames and boards at stock room and comfort rooms. <ul style="list-style-type: none"> <li>i. Fiber cement board on metal furring spaced at 0.6 o.c and carrying channel spaced at 1.20m o.c</li> </ul> </li> <li>b. Supply and Installation of mirror at comfort rooms (verify dimensions on site).</li> <li>c. Dismantle and subsequent replace all doors at comfort rooms.</li> <li>d. Provision of two hanging cabinets at pantry (as per plan).</li> <li>e. Repair and repainting of hanging cabinet at stock room.</li> <li>f. Provision of cashier's booth (as per plan) <ul style="list-style-type: none"> <li>i. Synthetic stone, 12mm thk.</li> <li>ii. Tempered glass, 12mm thk.</li> </ul> </li> <li>g. Provision of table at the proposed cashier's booth.</li> </ul>

South Harbor, Gate 3, Port Area, Manila 1099  
Tel. Nos 8527-4537, 8527-1935

Website: [www.customs.gov.ph](http://www.customs.gov.ph) Email: [Boc.cares@customs.gov.ph](mailto:Boc.cares@customs.gov.ph)

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#### **4. Painting Works**

- a. Painting of newly installed ceilings.
- b. Painting of newly installed cabinets and table.

#### **5. Tiling Works**

- a. Dismantle and subsequent replace all wall tiles and floor tiles at stock room.
  - i. 30cm. x 30cm. ceramic tiles.

#### **6. Metal Worksx**

- a. Supply and installation of 2mm thk Stainless steel sheet (T304), 4ft x 8ft (as per plan)

#### **7. Glass Works**

- a. Supply and installation of 12mm thk tempered glass (as per plan)
- b. Supply and installation of 12mm thk tempered glass door, frameless (as per plan)

#### **8. Plumbing Works**

- a. Dismantling of all fixtures (e.g. water closets, lavatory, etc.) at comfort rooms.
- b. Supply and installation of new water closets, urinals, lavatory, soap holder, soap dispenser, tissue paper holder, and bidets at comfort rooms.

#### **9. Electrical Works**

- a. Dismantling of existing lighting fixtures, wiring devices, wiring devices, wiring roughing-ins/raceway and accessories
- b. Restore any unforeseen electrical wiring system of other circuit home run affected during demolition works
- c. Supply and Installation of complete electrical system (as per plan)
- d. Supply and Installation of new lighting fixtures
  - i. 4" x 9w round LED panel light, daylight
- e. Supply and Installation of wiring devices, switches and outlets, wall receptacles, plates and accessories ( for cashier and comfort room )
  - i. Wiring devices/switches : two pronged universal convenience outlet and lighting switches ( see plan for exact location)
- f. Supply and installation of data terminal and data line cable UTP Cable Cat6 for cashier room
- g. Supply and installation of power supply for air-conditioning unit at cashier room

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	<ul style="list-style-type: none"> <li>h. Supply and Installation of exhaust fan on comfort room <ul style="list-style-type: none"> <li>i. 8 inches diameter, ceiling mounted</li> </ul> </li> <li>i. Complete testing and commissioning of all electrical lighting, power and auxiliary system</li> </ul> <p><b>10. 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: 65 Calendar Day</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, Omnibus Sworn Statement, Latest Income/Business Tax Return, PCAB License and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before May 04, 2020, 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](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,

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

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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>				
<b>B. Demolition Works</b>				
1. Demolition and hauling of ceiling	13.5	sq.m.		
2. Demolition and hauling of tiles	26.15	sq.m.		
<b>C. Tiling Works</b>				
1. 300 mm x 300 mm Ceramic tiles	306.00	pcs.		
2. Tile adhesive (25kgs)	6.00	bags		
3. Tile grout (5kgs)	3.00	bags		
<b>D. Carpentry Works</b>				
<b>(Wall and Cladding)</b>				
1. Fiber cement board, 4 ft. x 8 ft.	10.00	sheets		
2. Metal U-track, 3m.	8.00	pcs.		
3. Metal studs, 3m.	18.00	pcs.		
4. Solid surface synthetic stone, Solid white, 300cm. x 75cm. x 12mm.	13.00	pcs.		
5. Cladding installation	27.60	sq.m.		

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6. Consumables	1.00	lot		
<b>(Ceiling)</b>				
1. 4.5mm thk x 4' x 8' flexboard	5.00	sheets		
2. 0.40mmthkx19mmx25mmx5m furring channel	9.00	pcs.		
3. 1.00mmthkx12mmx38mmx5m carrying channel	3.00	pcs.		
4. wall angle (12' G.I.)	3.00	pcs.		
5. steel angle	1.00	pcs.		
6. w-clips	33.00	pcs.		
7. rod#8	11.00	pcs.		
8. suspension clip & rod joiner	11.00	set		
9. concrete nails	1.00	kgs.		
10. blind rivets 1/8" x 1/2"	68.00	pcs.		
11. ficem screw 7x25	196.00	pcs.		
12. consumables	1.00	lot		
<b>(Furniture)</b>				
1. Built-in hanging cabinet	2.00	set		
2. Desk at Cashier	1.00	set		
<b>E. Plumbing Works</b>				
1. Water closet, dual flush system	1.00	set		
2. Bidet	1.00	set		
3. Urinal, Waterless	1.00	set		
4. Lavatory faucet	1.00	set		
5. Consumables	1.00	set		
<b>F. Metal Works</b>				
1. 2mm thk. Stainless steel sheet (T304), 4 ft. x 8 ft.	4.00	sheets		
2. Consumables	1.00	lot		
<b>G. Painting Works</b>				
1. Flatwall Enamel	17.00	gals.		
2. Glazing Putty	11.00	gals.		
3. Latex Paint	2.00	gals.		
4. Masonry Putty	3.00	gals.		
5. Consumables	1.00	lot		

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<b>H. Glass Works</b>			
1. 12mm. Thk. Tempered glass	1.00	set	
2. 12mm. Thk. Tempered glass door, frameless	1.00	set	
3. Mirror, 2m x 1m	2.00	set	
<b>I. Electrical Works</b>			
<b>(Lighting Fixture and Accessories)</b>			
1. 4" x 9 w round LED panel light, daylight	16.00	Set	
<b>(Wiring Devices and Accessories)</b>			
1. Single pole switch in one plate cover	3.00	Set	
2. Two single pole switch in one plate cover	2.00	Set	
3. Duplex two-pronged convenience outlet	3.00	Set	
4. Single ACU convenience outlet	1.00	Set	
5. Data Terminal	3.00	Set	
<b>(Roughing-ins and Accessories)</b>			
1. 15mm dia. PVC flexible conduit pipe	20.00	mtrs	
2. 15mm dia. PVC rigid conduit pipe	10.00	length	
3. 15mm dia. PVC elbow	5.00	pcs.	
4. 15mm dia. PVC adaptor	8.00	pcs.	
5. 15mm dia. PVC locknut	25.00	pcs.	
6. 15mm dia. PVC bushing	25.00	pcs.	
<b>(Wires and Cables)</b>			
1. 3.5mm sq. THHN copper wire stranded	2.00	box	
2. UTP cable cat6	50.00	mtrs	
<b>(Boxes)</b>			
1. Junction box	16.00	pcs.	
2. Utility box	12.00	pcs.	
3. Exhaust fan	2.00	set	

**Work Duration: 65 Calendar Day**

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**Work Duration: 45 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)	
Total Indirect Cost	
<b>Tax (5% of DC + IC)</b>	_____
<b>TOTAL PROJECT COST</b>	

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**BUREAU OF CUSTOMS**  
**GENERAL SERVICES DIVISION**  
 Building and Maintenance Section  
 OCOM Bldg. Port Area, Manila

Project Title : **Repair of Renovation of Pantry and Comfort Rooms and Installation of Cashier's Booth of the Office of BOC NAIA Terminal 1**

Sheet No.: 2 of 2

Location : NAIA Terminal 1, Pasay City


Date: 11/28/2019


DESCRIPTION	QTY		MATERIAL COST		LABOR COST	TOTAL
	# Units	UM	P/Unit	Total		
<b>A. Mobilization</b>						
<b>B. Demolition Works</b>						
Demolition and hauling of ceiling	13.50	sq.m.				
Demolition and hauling of tiles	26.15	sq.m.				
<b>C. Tiling Works</b>						
300 mm x 300 mm Ceramic tiles	306.00	pcs.				
Tile adhesive (25kgs)	6.00	bags				
Tile grout (5kgs)	3.00	bags				
<b>D. Carpentry Works</b>						
<b>Wall and Cladding</b>						
Fiber cement board, 4 ft. x 8 ft.	10.00	sheets				
Metal U-track, 3m.	8.00	pcs.				
Metal studs, 3m.	18.00	pcs.				
Solid surface synthetic stone, Solid white, 300cm. x 75cm. x 12mm.	13.00	pcs.				
Cladding installation	27.60	sq.m.				
Consumables	1.00	lot				
<b>Ceiling</b>						
4.5mm thk x 4' x 8' flexboard	5.00	sheets				
0.40mmthkx19mmx25mmx5m furring channel	9.00	pcs.				
1.00mmthkx12mmx38mmx5m carrying channel	3.00	pcs.				
wall angle(12' G.I.)	3.00	pcs.				
steel angle	11.00	pcs.				
w-clips	33.00	pcs.				
rod#8	11.00	pcs.				
suspension clip & rod joiner	11.00	set				
concrete nails	1.00	kgs.				
blind rivets 1/8" x 1/2"	68.00	pcs.				
ficem screw 7x25	196.00	pcs.				
consumables	1.00	lot				
<b>Furniture</b>						
Built-in hanging cabinet	2.00	set				
Desk at Cashier	1.00	set				
<b>E. Plumbing Works</b>						
Water closet, dual flush system	1.00	set				
Bidet	1.00	set				
Urinal, Waterless	1.00	set				
Lavatory faucet	1.00	set				
Consumables	1.00	set				
<b>F. Metal Works</b>						
2mm thk. Stainless steel sheet (T304), 4 ft. x 8 ft.	4.00	sheets				
Consumables	1.00	lot				
<b>G. Painting Works</b>						



DESCRIPTION	QTY		MATERIAL COST	LABOR COST	TOTAL
Flatwall Enamel	17.00	gals.			
Glazing Putty	11.00	gals.			
Latex Paint	2.00	gals.			
Masonry Putty	3.00	gals.			
Consumables	1.00	lot			
<b>H. Glass Works</b>					
12mm. Thk. Tempered glass	1.00	set			
12mm. Thk. Tempered glass door, frameless	1.00	set			
Mirror, 2m x 1m	2.00	set			
<b>I. Electrical Works</b>					
<b>Lighting Fixture and Accessories</b>					
4" x 9 w round LED panel light, daylight	16.00	set			
<b>Wiring Devices and Accessories</b>					
Single pole switch in one plate cover	3.00	set			
Two single pole switch in one plate cover	2.00	set			
Duplex two-pronged convenience outlet	3.00	set			
Single ACU convenience outlet	1.00	set			
Data Terminal	3.00	set			
<b>Roughing-ins and Accessories</b>					
15mm dia. PVC flexible conduit pipe	20.00	mtrs			
15mm dia. PVC rigid conduit pipe	10.00	length			
15mm dia. PVC elbow	5.00	pcs.			
15mm dia. PVC adaptor	8.00	pcs.			
15mm dia. PVC locknut	25.00	pcs.			
15mm dia. PVC bushing	25.00	pcs.			
<b>Wires and Cables</b>					
3.5mm sq. THHN copper wire stranded	2.00	box			
UTP cable cat6	50.00	mtrs			
<b>Boxes</b>					
Junction box	16.00	pcs.			
Utility box	12.00	pcs.			
Exhaust fan	2.00	set			

Prepared by:


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

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

**Direct Cost**  
 Material Cost  
 Labor Cost  
 Mobilization  
**Total Direct cost** \_\_\_\_\_

Reviewed by:


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

Noted by:  
  
**RAQUEL G. DE JESUS**  
 Acting Chief  
 General Services Division

**Indirect Cost**  
 Overhead 15% of DC  
 Contractors Profit 10% DC  
**Total Indirect Cost** \_\_\_\_\_  
 Tax (5% of DC and IC)

**TOTAL PROJECT COST** \_\_\_\_\_

Recommending approval:

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

Approved by:

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



RA 9266 SEC. 33  
 Commission on Audit  
 Department of Finance  
 Republic of the Philippines  
 The Commission on Audit is a constitutional body created by the 1987 Constitution. It is the highest auditing authority in the Philippines. It is composed of a Chairman and five members, all of whom are appointed by the President of the Philippines. The Commission on Audit has the honor to certify that the attached documents are true and correct copies of the original documents submitted to it for its review and approval.

CHECKED BY:  
**ENGR. CECIL S. FABIAN**  
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING OFFICIAL:  
**DONATO B. SAN JUAN**  
 DEPUTY COMMISSIONER IAG

APPROVED BY:  
**REY LEONARDO B. GUERRERO**  
 COMMISSIONER BOC

PROJECT TITLE:  
**REPAIR AND RENOVATION OF PANTRY AND COMFORT ROOMS AND INSTALLATION OF CASHIER'S BOOTH OF BOC NAIA TERMINAL 1**

OWNER:  
**BUREAU OF CUSTOMS**

SHEET CONTENT:  
 AS SHOWN

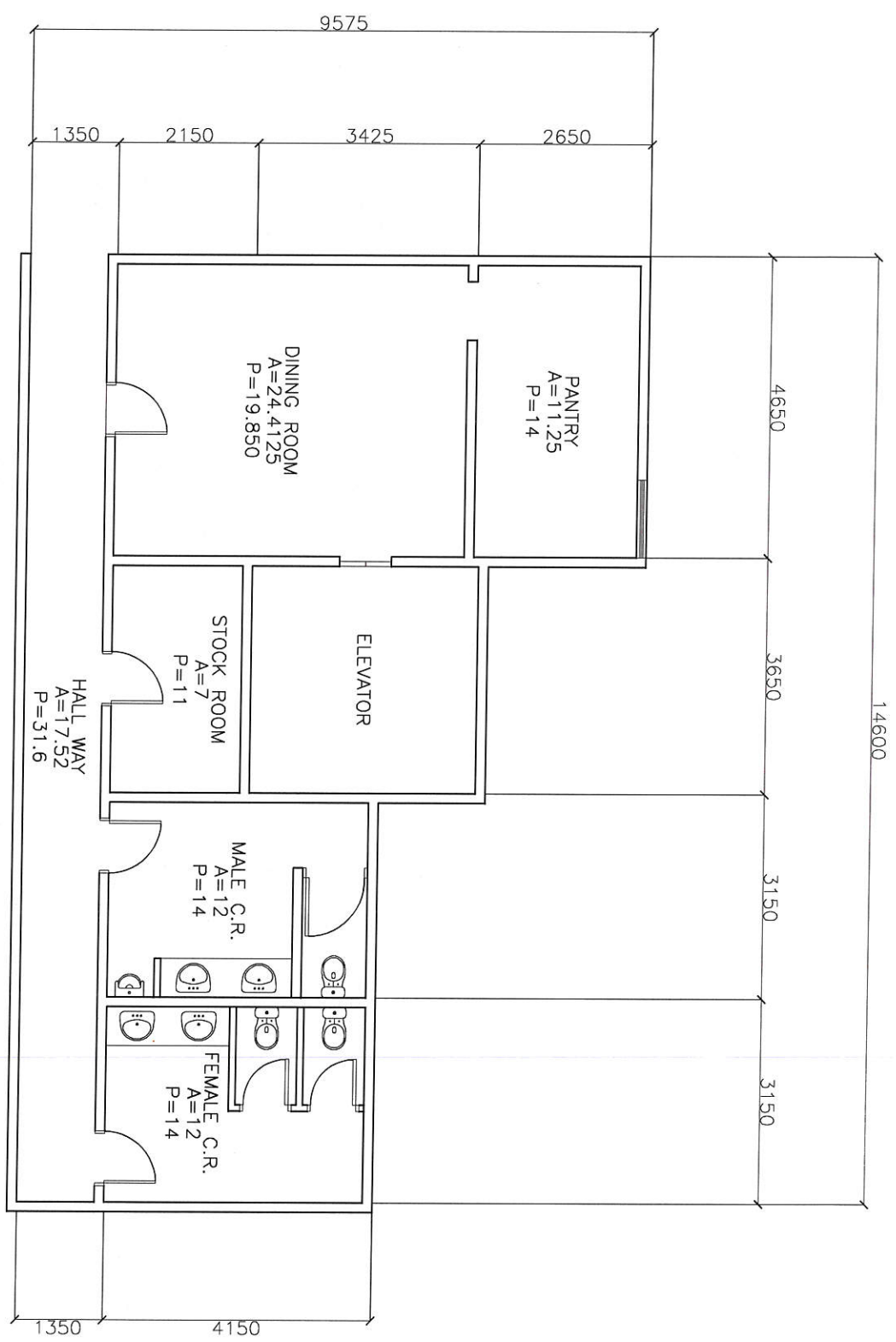
DRAWN BY:  
**ALVIN B. TIRADO**  
 ENGINEER III, GSD

SHEET NO.:  
**A-01**

DATE:  
 13 NOV 2019

# FLOOR PLAN

SCALE 1:100





PA 8266 SEC. 33  
 Chapter 89, Statutes and other Codes  
 which may be amended from time to time  
 shall be the basis for the practice of the  
 profession of engineering in the State of  
 Florida. The Board of Professional  
 Engineers shall have the authority to  
 suspend or revoke the license of any  
 engineer who is found to be guilty of  
 any of the offenses herein provided.

CHECKED BY:

**ENGR. CECIL G. FABIAN**  
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING AGENCY:

**DONATO B. SAN JUAN**  
 DEPUTY COMMISSIONER, IAG

APPROVED BY:

**REY LEONARDO B. GUERRERO**  
 COMMISSIONER, BOC

PROJECT TITLE:

**REPAIR AND RENOVATION OF PANTRY AND COMFORT  
 ROOMS AND INSTALLATION OF CASHIER'S BOOTH OF  
 BOC NAIA TERMINAL 1**

OWNER:

**BUREAU OF CUSTOMS**

SHEET CONTENT:

AS SHOWN

DRAWN BY:

**ALVIN TING**  
 LICENSE NO. 12589

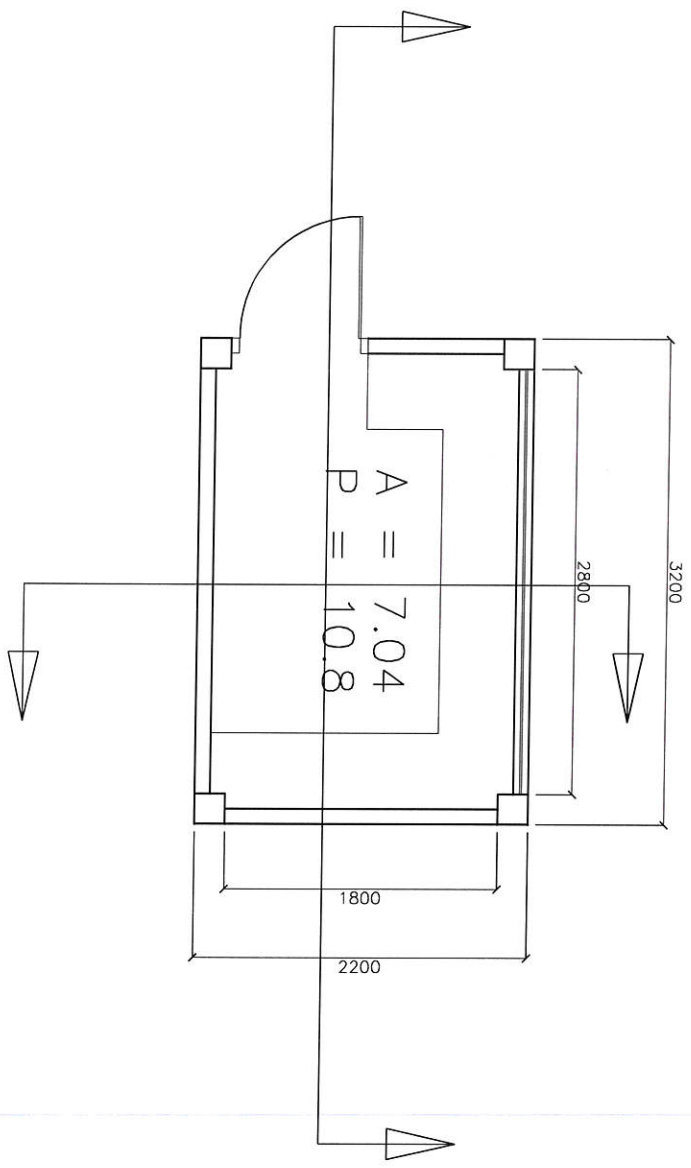
SHEET NO.:

**A-02**

DATE:

**13 NOV 2018**

**PROPOSED CASHIER FLOOR PLAN**  
 SCALE 1:50







PA 8266 SEC. 33  
 Commission of Fact, Specifications and other Contract Documents for the Bureau of Finance, Department of Finance, Republic of the Philippines. This contract is subject to the terms and conditions of the General Conditions of Contract for the Bureau of Finance, Department of Finance, Republic of the Philippines, which are available for inspection at the Bureau of Finance, Department of Finance, Republic of the Philippines, and at the Office of the Procurement Officer, Bureau of Finance, Department of Finance, Republic of the Philippines.

CHECKED BY:  
**ENGR. CECIL S. FABIAN**  
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:  
**DOMATO B. SAN JUAN**  
 DEPUTY COMMISSIONER, IAG

APPROVED BY:  
**REY LEONARDO B. GUERRERO**  
 COMMISSIONER, BOC

PROJECT TITLE:  
**REPAIR AND RENOVATION OF PANTRY AND COMFORT ROOMS AND INSTALLATION OF CASHIER'S BOOTH OF BOC NAIA TERMINAL 1**

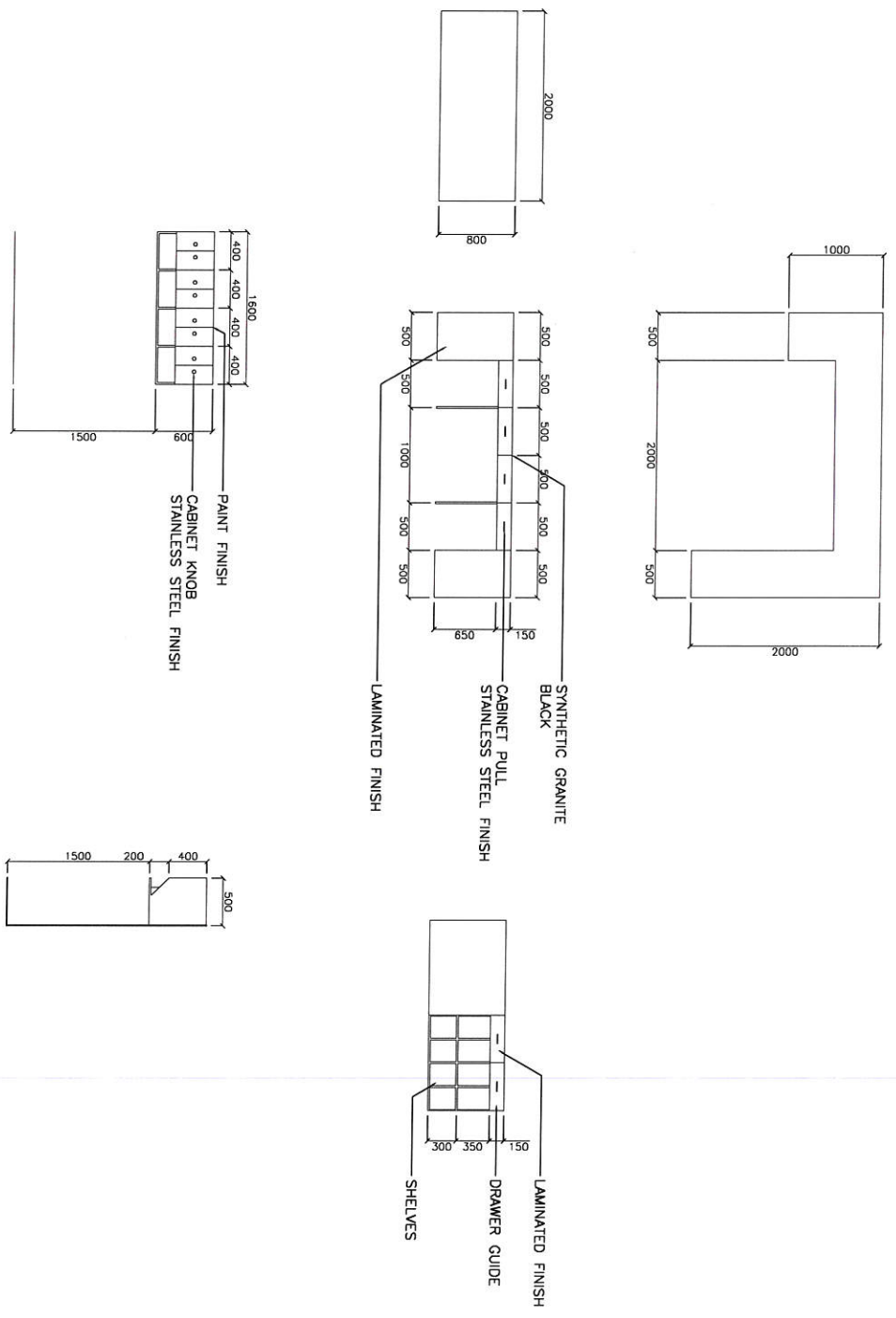
OWNER:  
**BUREAU OF CUSTOMS**

SHEET CONTENT:  
 AS SHOWN

DRAWN BY:  
**ALVIN B. TENO**  
 TECHNICAL OFFICER IV, GSD

SHEET NO.:  
**A-04**  
 DATE:  
 13 NOV 2019

**FURNITURE DETAIL**  
 SCALE 1:75





RA 9298 SEC. 33  
 Department of Finance shall prepare and issue a Contract Agreement for the purchase of goods and services in accordance with the provisions of the law, and the Department shall be responsible for the procurement of goods and services in accordance with the law. The Department shall be responsible for the procurement of goods and services in accordance with the law. The Department shall be responsible for the procurement of goods and services in accordance with the law.

CHECKED BY:

**ENGR. CECIL S. FABIAN**  
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:

**DONATO B. SAN JUAN**  
 DEPUTY COMMISSIONER IAS

APPROVED BY:

**REV. LEONARDO B. GUERRERO**  
 COMMISSIONER, BOC

PROJECT TITLE:

**REPAIR AND RENOVATION OF PANTRY AND COMFORT ROOMS AND INSTALLATION OF CASHIER'S BOOTH OF BOC NAIA TERMINAL 1**

OWNER:

**BUREAU OF CUSTOMS**

SHEET CONTENT:

AS SHOWN

DRAWN BY:

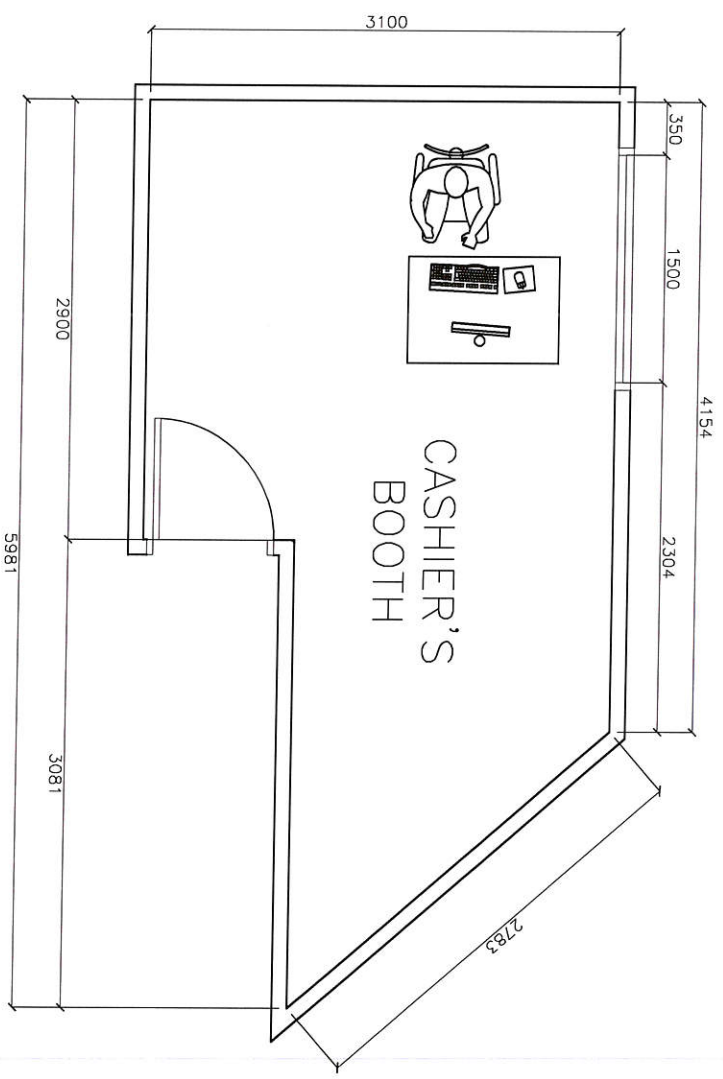
**ALVIN R. TORO**  
 ADMINISTRATIVE OFFICER IV, GSD

SHEET NO.:

**A-05**

DATE:

13 NOV 2019



**CASHIER'S BOOTH EXISTING PLAN**  
 SCALE 1:50





PA 8286 SEC. 33  
 Chapter 17, Section 33, Subsection 3 of the Customs Administrative Code, as amended, provides that the Bureau of Customs shall have the authority to install, maintain, repair, and replace any and all fixtures, equipment, and other articles of value in the buildings, structures, and other premises owned, leased, or otherwise controlled by the Bureau of Customs, and that the Bureau of Customs shall be responsible for the maintenance and repair of such fixtures, equipment, and other articles of value.

CHECKED BY: **ENGR. CECIL S. FABIAN**  
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL: **DOMATO B. SAN JUAN**  
 DEPUTY COMMISSIONER, IAG

APPROVED BY: **REY LEONARDO B. GUERRERO**  
 COMMISSIONER, BOC

PROJECT TITLE: **REPAIR AND RENOVATION OF PANTRY AND COMFORT ROOMS AND INSTALLATION OF CASHIER'S BOOTH OF BOC NAPA TERMINAL 1**

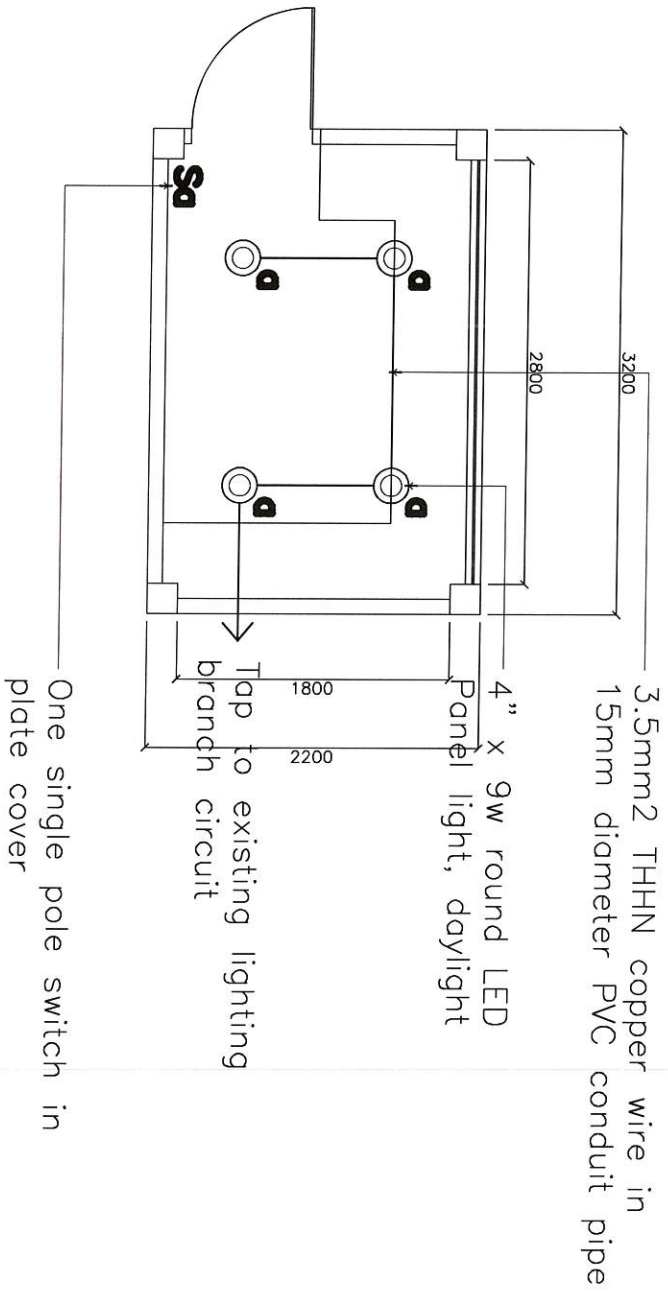
OWNER: **BUREAU OF CUSTOMS**

SHEET CONTENT: AS SHOWN

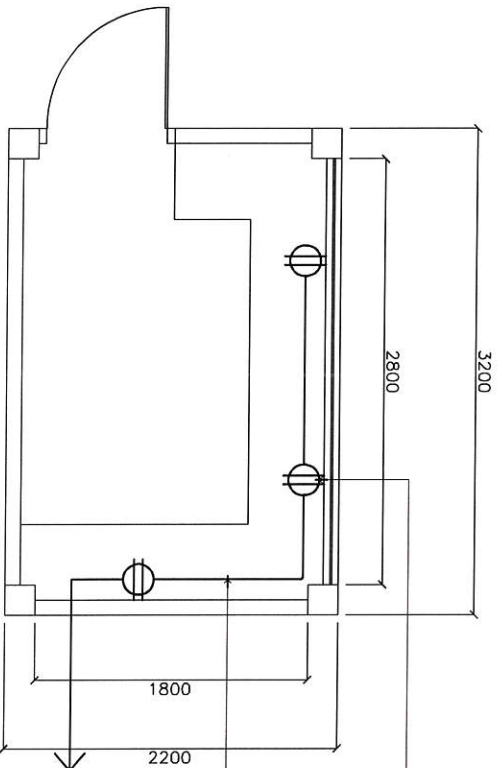
DRAWN BY: **ALMA J. TENSO**  
 ELECTRICAL ENGINEER

SHEET NO: **E-02**  
 DATE: 13 NOV 2019

**CASHIER LIGHTING LAYOUT**  
 SCALE 1:50







Duplex universal convenience outlet

3.5mm<sup>2</sup> THHN copper wire in  
15mm diameter PVC conduit pipe

Tap to existing power  
branch circuit



# CASHIER LIGHTING LAYOUT

1 : 50



PA 8266 SEC. 33  
Contract of Work, Specification and other Contract Documents and other documents and conditions of the contract, including the design and drawings, shall be available for inspection and copying at the office of the Engineer in Charge, Office of the Chief Engineer, Bureau of Engineering, Department of Finance, Republic of the Philippines, during office hours.

CHECKED BY:

ENGR. CECIL G. FABIAN  
ADMINISTRATIVE OFFICER IV, OSD

RECOMMENDING APPROVAL:

DOMATO B. SAN JUAN  
DEPUTY COMMISSIONER, IAG

APPROVED BY:

REY LEONARDO B. GUERRERO  
COMMISSIONER, BOC

PROJECT TITLE:

REPAIR AND RENOVATION OF PANTRY AND COMFORT ROOMS AND INSTALLATION OF CASHIER'S BOOTH OF BOC NAIA TERMINAL 1

OWNER:

BUREAU OF CUSTOMS

SHEET CONTENT:

AS SHOWN

DRAWN BY:

ALVIN R. TONGO  
TECHNICAL STAFF, OSD

SHEET NO.:

E-03

DATE:

13 NOV 2019