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REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Repair, Renovation and Repainting of One (1) Lot Consisting of BOC Guardhouse, Concrete Arches and Steel Canopies”** 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, Renovation and Repainting of One (1) Lot Consisting of BOC Guardhouse, Concrete Arches and Steel Canopies”**

Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**

Approved Budget for the Contract: **Nine Hundred Ninety-Eight Thousand Nine Hundred Forty pesos and Thirty-Four Centavos (PHP998,940.34) inclusive of tax**

Specifications:

QTY.	DESCRIPTION
1 LOT	<p>A. SCOPE OF WORKS</p> <p>A. Mobilization</p> <ul style="list-style-type: none"> a. Preparation of logistics of contractor’s equipment; b. Setting up of temporary facilities within site; and c. Setting up of necessary water and power lines required for the Project. <p>B. Demobilization</p> <ul style="list-style-type: none"> a. Site clean-up; b. Hauling of debris and materials from the project site to the appropriate disposal area; and c. Removal and hauling of tools and equipment from the project site. <p>C. Carpentry Works</p> <ul style="list-style-type: none"> a. Supply and installation of 9mm gypsum board with complete standard metal furring support on all ceilings as shown in the plans and Bill of Quantities (BOQ); and b. Fabrication of built-in desk as indicated in the plans and BOQ. <p>D. Painting Works</p> <ul style="list-style-type: none"> a. Repainting of all interior and exterior walls of the Guardhouse including ceiling at least (2) layers of coating;

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- b. Repainting of all steel canopies located in front of PUC, behind OCOM Building and canopy at BOC Main Entrance with at least (2) layers of coating; and
- c. Repainting of all concrete arches located at the BOC main entrance and at the right side of the OCOM Building with at least two (2) layers of coating.

E. Doors and Windows

- a. Supply and installation of panel wooden flush solid core doors and PVC door with door jamb as shown in the plans and BOQ including its accessories such as lever type heavy duty door knobs and hinges; and
- b. Supply and installation of sliding aluminum glass windows as shown on the plans and BOQ.

F. Floor and Tiling Works

- a. Supply and installation of 30cm x 60cm floor tiles as shown in the plans and BOQ; and
- b. Supply and installation of 30cm x 30cm floor and wall tiles at the comfort room as shown in the plans and BOQ.

G. Plumbing Fixtures

Replacement of water closet, wall-hung lavatory, and urinal including dilapidated pipes and fittings as shown in the plans and BOQ.

H. Electrical Works

- a. Supply and installation of complete electrical system as indicated in the plans;
- b. Supply and installation of standard lighting fixtures as shown in the plan or as specified by the architect and/or owner's representative; and
- c. Supply and installation of wiring devices, switches, outlets and accessories as shown in the plans and BOQ.

I. Others

Supply, delivery and installation of scaffoldings with accessories as indicated in the BOQ.

J. Payment Terms

The Schedule of Billing specified in the table below shall be followed by the contractor:



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Order of Billing	Project Accomplishment Percentage
First (1 st) Billing	At least 30% of the work has been accomplished
Second (2 nd) Billing	At least 50% of the work has been accomplished
Third (3 rd) Billing	At least 80% of the work has been accomplished
Final Billing	100% accomplished

Interested suppliers are required to submit **original/certified true copy** of the following: 1) valid and current Mayor’s Permit, (In case of expired MP/BP, Submit copy of recently expired permit and official receipt as proof of renewal), 2) DTI/SEC Registration (for partnerships/corporations, attach General Information Sheet & Articles of Incorporation), 3) PHILGEPS Registration Certificate, 4) Original Omnibus Sworn Statement, 5) Latest Income/Business Tax Return, 6) PCAB License, 7) Certificate of Satisfactory Performance issued by the Bureau of Customs (for contracts entered into with the Bureau) or from any other office/agency, if the former is not applicable and 8) duly signed price quotation form (Annex “A”). All must be properly signed and sealed. Must be submitted in hard copy.

Submission of quotation and eligibility documents in hard copy is on or before **June 10, 2023, 10:00 a.m., at General Services Division (GSD)**, Ground Floor, OCOM Building, Port Area, Manila. **Note: the Time/Date stamped at the CCC shall be controlling.**

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.

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.

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Very truly yours,

ISAGANI D. GALSIM
Head, BAC Secretariat/
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, Renovation and Repainting of One (1) Lot Consisting of BOC Guardhouse, Concrete Arches and Steel Canopies"**

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		
A. Mobilization/Demobilization	1.00	lot				
B. Demolition Works	1.00	lot				
Subtotal:						
C. Carpentry Works						
• Ceiling (12 sq.m):						
• Gypsum board (9mm)	5.00	sht/s				
• Metal Furring (3m length)	15.00	lgth				
• Carrying Channel (3m length)	5.00	lgth				
• Blind Rivet	170.00	pcs				
• Metal Screw	50.00	pcs				
• Wall Angle – 3m Length	5.00	lgth				
• Miscellaneous	1.00	lot				
• Desk:	1.00	lot				
• Miscellaneous	1.00	lot				

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				Subtotal:				
D. Painting Works								
<ul style="list-style-type: none"> • Repainting of canopies and concrete arches (950 sq.m) • Paint remover 30.00 gals • Latex paint (Double coat) 76.00 gals • Sealer/primer 50.00 gals • Paint thinner 35.00 gals • Paint roller 1.00 lot • Paint roller extension pole 1.00 lot • Drop cloths 1.00 lot • Paint tray 1.00 lot • Sandpaper 1.00 lot • Tape 1.00 lot • Putty knife 1.00 lot • Consumables 1.00 lot • Interior and Exterior walls of Guardhouse (60 sq.m): • Glazing Putty 4.00 gals • Flat Wall Enamel 7.00 gals • Enamel Quick Dry 7.00 gals • Semi-Gloss 8.00 gals • Paint Thinner 3.00 gals • Paint Brush 1.00 lot • Paint Roller 1.00 lot • Consumables 1.00 lot 								
				Subtotal:				
E. Doors and Windows								
<ul style="list-style-type: none"> • Supply and Installation of panel wooden flush solid door 2.00 sets • Supply and Installation of PVC door 1.00 set • Supply and Installation of Sliding Aluminum Window 6.00 sq.m. • Door Accessories and Consumables 1.00 lot 								
				Subtotal:				
F. Floor and Tiling Works								
<ul style="list-style-type: none"> • 30cm x 60cm floor tiles (9.6 sq.m.) 60.00 pcs 220.00 pcs 								

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<ul style="list-style-type: none"> 30cm x 30cm floor and wall tiles (19.5 sq.m.) Portland Cement Tile adhesive (25 kg) Tile grout Sand Consumables 	10.00	bags				
	5.00	bags				
	5.00	bags				
	1.00	cu.m.				
	1.00	lot				
Subtotal:						
G. Plumbing Fixtures						
<ul style="list-style-type: none"> Water Closet Wall-Hung lavatory Urinal Pipes and fittings Consumables 	1.00	set				
	1.00	set				
	1.00	set				
	1.00	lot				
	1.00	lot				
Subtotal:						
H. Electrical Works						
<ul style="list-style-type: none"> Duplex Convenience Outlet Polarized 3-Prongs (ACU Outlet) Lighting Fixtures: 12W LED Round Panel Light Led high bay light (150w) Wiring Devices: Single Gang Switch 3.5 mm THHN wire/wire cables Consumables 	2.00	sets				
	1.00	sets				
	5.00	pcs				
	8.00	pcs				
	3.00	pcs				
	1.00	lot				
	1.00	lot				
Subtotal:						
I. Others						
<ul style="list-style-type: none"> Concrete mouldings Scaffoldings and accessories 	1.00	lot				
	1.00	lot				
Subtotal:						
Total:						

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Work Duration: 60 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)

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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