



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 "**Repair and Renovation of the Office of Human Resource and Management Division (HRMD)**" 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 the Office of Human Resource and Management Division (HRMD)**

Location: **Bureau of Customs**

Approved Budget for the Contract: **Nine Hundred Ninety-Eight Thousand Six Hundred Five Pesos and 50/100 (Php998,605.50) inclusive of tax**

Specifications

QTY.	DESCRIPTION
1 LOT	<ol style="list-style-type: none">1. Mobilization<ol style="list-style-type: none">a. Preparation of logistics of contractor's equipment.b. Setting up of Temporary Facilities within the site.c. Setting up of necessary water and power lines required for the Project.2. Chipping and Dismantling Works<ol style="list-style-type: none">a. Dismantling of existing low wall partitions and built in cabinet.3. Tile Works<ol style="list-style-type: none">a. Repair of existing damaged floor tiles.4. Carpentry Works<ol style="list-style-type: none">a. Supply and Installation of fiber cement board with complete standard metal furring support on the propose drop ceiling as shown on the plans.b. Supply and Installation of fiber cement board with complete standard metal stud support on dry wall partition as shown on the plans (Office of the Division Chief).c. Fabrication of built-in tables and cabinets as shown on the plans.5. Doors and Windows<ol style="list-style-type: none">a. Supply and installation panel door for the proposed mini conference room.b. Supply and Installation of one-way mirror on the office of the chief as shown on the plans.

	<ul style="list-style-type: none"> c. Supply and installation of transaction window on the office of assistant chief as shown on the plans. d. Repair of all existing damaged doors and windows. <p>6. Painting Works</p> <ul style="list-style-type: none"> a. Painting of all existing and newly installed ceiling. b. Repainting of all interior and exterior walls and partitions. <p>7. Electrical Works</p> <ul style="list-style-type: none"> a. Supply and installation of complete electrical system as shown on the perspective plans. b. Supply and installation of wiring devices, switches and outlets, wall receptacles, plates and accessories. c. Restoration of other electrical system not shown on the drawings such as power outlets, switches, data and other control wirings. d. Complete testing and commissioning of all electrical lighting, power systems. <p>8. Demobilization</p> <ul style="list-style-type: none"> a. Site clean-up b. Hauling of debris materials from project site to appropriate disposal area. c. Removal and hauling of tools and equipment from project site. <p>Work Duration: 65 Calendar Days</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 be submitted), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, and duly signed price quotation form (Annex "A") and see posting in PhilGeps Website.

Submission of quotation and eligibility documents is on or before January 20, 2019, 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.

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
A. Mobilization	1.00	lot		
B. Chipping and Dismantling Works	1.00	lot		
C. Tiling Works Repair of existing floor tiles <ul style="list-style-type: none"> • 40cmx40cm ceramic floor tiles • Portland Cement • Grout • Adhesive Cement 	50.00 15.00 5.00 10.00	pcs bags bags bags		
D. Carpentry Works <ul style="list-style-type: none"> • Metal Furring • Metal Stud • Metal U-track • Wall Angle • Fiber Cement Board • Blind Rivet • Black Screw • Stickwell • Phenolic Board • Laminate • Stainless Steel Tubular • Cabinet Accessories • Miscellaneous 	25.00 55.00 15.00 10.00 15.00 12.00 300.00 6.00 47.00 24.00 50.00 1.00 1.00	pcs pcs pcs pcs pcs box pcs gals pcs pcs pcs lot lot		

E. Doors and Windows <ul style="list-style-type: none"> • 80x210 Panel Door with Door Jamb • One way mirror • Transaction window • Repair existing windows 	1.00 1.00 1.00 1.00	sets set set lot		
F. Painting Works <ul style="list-style-type: none"> • Flat latex • Semi-gloss Latex • Q.D.E • Flat Wall Enamel • Laquer Primer • Paint Thinner • Paint Roller • Pollituff • A/C Paint • Miscellaneous 	6.00 6.00 3.00 2.00 9.00 10.00 1.00 2.00 1.00 1.00	tins tins tins tins gals gals lot gals lot lot		
G. Electrical Works <ul style="list-style-type: none"> • 15mm dia. Flexible pipe • 3.5mm² THHN Wire CU Stranded • Octagonal box • Utility box • 15mm dia. PVC pipe • Pin lights • T5 LED Fluorescent lamp • Single gang switch in one plate • 2 gang switches in one plate • PVC Tape • Universal Convenience outlet 	2.00 5.00 25.00 55.00 30.00 4.00 32.00 8.00 12.00 10.00 55.00	roll box pcs pcs pcs pcs pcs set set roll set		

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

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 up
on submission of quotation)

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 Human Resources and Management Division (HRMD)

Sheet No.: 2 of 2

Location : 2nd Floor, OCOM Building

Date: 11/15/2019

DESCRIPTION	QTY		MATERIAL COST		LABOR COST	TOTAL
	# Units	UM	P/Unit	Total		
A. Mobilization	1.00	lot				
B. Chipping and Dismantling Works	1.00	lot				
C. Tiling Works						
Repair of existing floor tiles						
40cmx40cm ceramic floor tiles	50.00	pcs				
Portland Cement	15.00	bags				
Grout	5.00	bags				
Adhesive Cement	10.00	bags				
D. Carpentry Works						
Metal Furring	25.00	pcs				
Metal Stud	55.00	pcs				
Metal U-track	15.00	pcs				
Wall Angle	10.00	pcs				
Fiber Cement Board	15.00	pcs				
Blind Rivet	12.00	box				
Black Screw	300.00	pcs				
Stickwell	6.00	gals				
Phenolic Board	47.00	pcs				
Laminate	24.00	pcs				
Stainless Steel Tubular	50.00	pcs				
Cabinet Accessories	1.00	lot				
Miscellaneous	1.00	lot				
E. Doors and Windows						
80x210 Panel Door with Door Jamb	1.00	sets				
One way mirror	1.00	set				
Transaction window	1.00	set				
Repair existing windows	1.00	lot				
F. Painting Works						
Flat Latex	6.00	tins				
Semi-Gloss Latex	6.00	tins				
QDE	3.00	tins				
Flat Wall Enamel	2.00	tins				
Laquer Primer	9.00	gals				
Paint Thinner	10.00	gals				
Paint Roller	1.00	lot				
Pollituff	2.00	gals				
A/C Paint	1.00	lot				
Miscellaneous	1.00	lot				
G. Electrical Works						
15mm dia. Flexible pipe	2.00	roll				
3.5mm2 THHN Wire CU Stranded	5.00	box				
Octagonal box	25.00	pcs				


DESCRIPTION	QTY		MATERIAL COST		LABOR COST	TOTAL
	# Units	UM	P/Unit	Total		
Utility box	55.00	pcs				
15mm dia. PVC pipe	30.00	pcs				
Pin lights	4.00	pcs				
T5 LED Fluorescent lamp	32.00	pcs				
Single gang switch in one plate	8.00	set				
2 gang switch in one plate	12.00	set				
PVC Tape	10.00	roll				
Universal Convenience outlet	55.00	set				

Prepared by:


ENGR. GARVE E. AGUILAR
 Technical Staff
 General Services Division


GENBERT S. GUSAGO
 Technical Assistant
 General Services Division

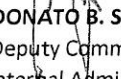
Reviewed by:


ENGR. CECIL B. FABIAN
 Administrative Officer IV
 General Services Division

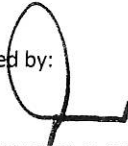
Noted by:


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

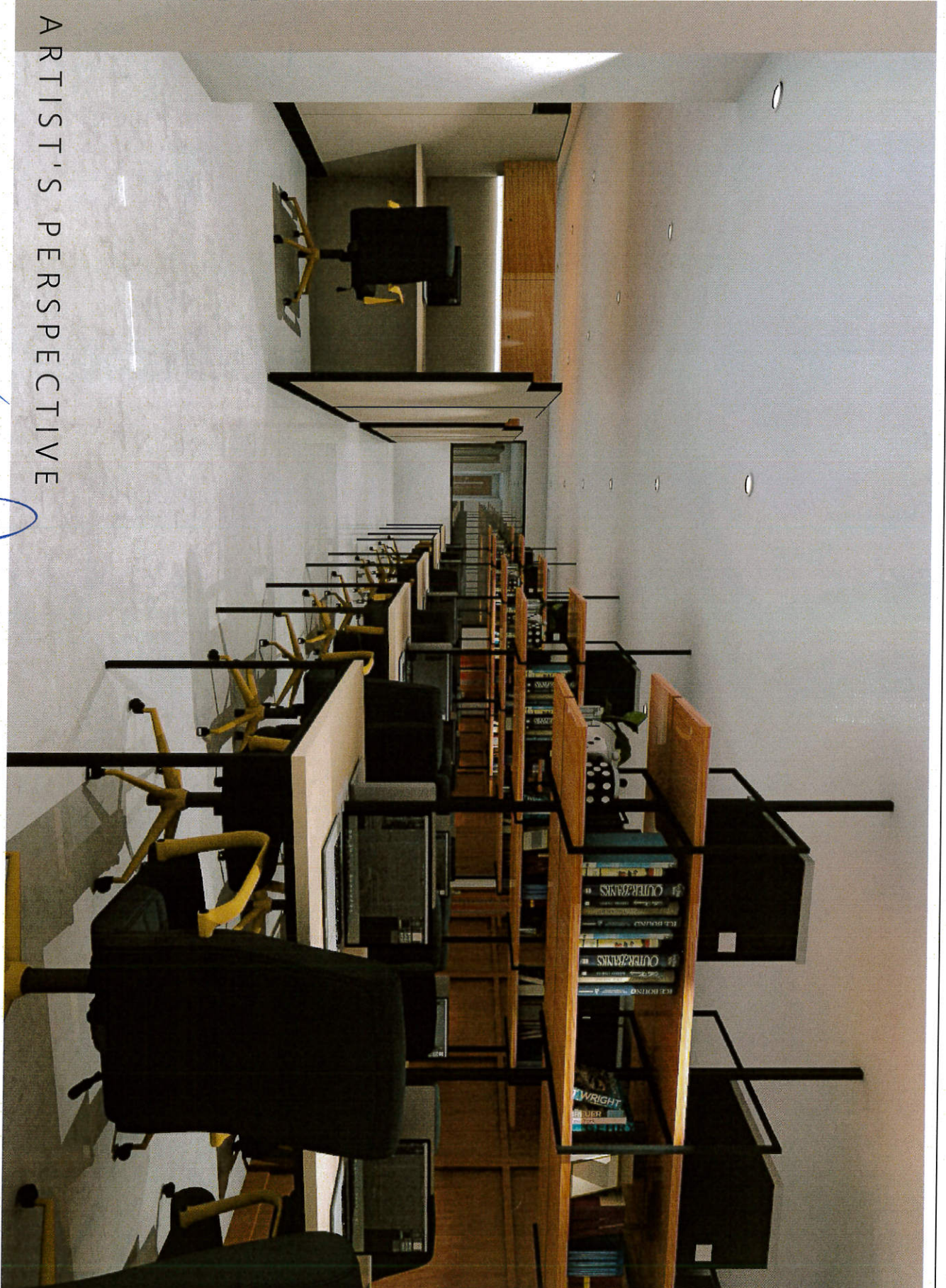
OCM (15% of DC)

Contractors Profit (10% of DC)

Total Indirect Cost

Tax (5% of DC + IC)

TOTAL PROJECT COST



ARTIST'S PERSPECTIVE



RA 8248 SEC. 38
 Government Accounting and Auditing Act of 2003
 Chapter 1. - General Provisions
 Section 38. - Government Accounting and Auditing
 (a) The Department of Finance shall be the central
 office for the preparation and submission of the
 consolidated financial statements of the government
 and shall be the central office for the preparation
 and submission of the consolidated financial
 statements of the government and shall be the
 central office for the preparation and submission
 of the consolidated financial statements of the
 government.

CHECKED BY: ENGR. CECIL S. FABIAN ADMINISTRATIVE OFFICER IV, GSD	RECOMMENDING APPROVAL: DOMATO B. SAN JUAN DEPUTY COMMISSIONER IAG	APPROVED BY: REV. LEONARDO B. GUERRERO COMMISSIONER, BOC	PROJECT TITLE: IMPROVEMENT/ FABRICATION OF COMPUTER WORK STATION OF THE OFFICE OF HUMAN RESOURCES AND MANAGEMENT DIVISION (HRMD)	OWNER: BUREAU OF CUSTOMS	SHEET CONTENT: AS SHOWN	DRAWN BY: GENIBERT S. GUSMANG TECHNICAL ASSISTANT, GSD	SHEET NO.: A-00 DATE: 13 NOV 2019
			LOCATION:	ADDRESS:			



ARTIST'S PERSPECTIVE



RA 8266 SEC. 33

Department of Finance, Bureau of Internal Revenue
 RA 8266 SEC. 33
 This document is a copy of the original document and is not a substitute for the original document. It is intended for informational purposes only. It is not to be used for legal or other purposes. It is not to be used as evidence in any court of law. It is not to be used for any other purpose. It is not to be used for any other purpose.

CHECKED BY:

ENGR. CECILIO FABIAN
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:

DONATO B. SAN JUAN
 DEPUTY COMMISSIONER IAG

APPROVED BY:

REY LEONARDO B. GUERRERO
 COMMISSIONER BOC

PROJECT TITLE:

IMPROVEMENT/ FABRICATION OF COMPUTER WORK STATION OF THE OFFICE OF HUMAN RESOURCES AND MANAGEMENT DIVISION (HRMD)

OWNER:

BUREAU OF CUSTOMS

SHEET CONTENT:

AS SHOWN

DRAWN BY:

JOHNETT S. SUBINGO
 TECHNICAL ASSISTANT GSD

SHEET NO.:

A-00

DATE:

13 NOV 2019



ARTIST'S PERSPECTIVE



FA 8288 SEC. 38

Department of Finance - Office of the Secretary
 Office of the Undersecretary for Administration
 Office of the Assistant Secretary for Administration
 Office of the Assistant Secretary for Information Management
 Office of the Assistant Secretary for Internal Audit
 Office of the Assistant Secretary for Legal Services
 Office of the Assistant Secretary for Procurement
 Office of the Assistant Secretary for Technical Services
 Office of the Assistant Secretary for Training and Development
 Office of the Assistant Secretary for Public Relations
 Office of the Assistant Secretary for Special Services
 Office of the Assistant Secretary for Information Management
 Office of the Assistant Secretary for Internal Audit
 Office of the Assistant Secretary for Legal Services
 Office of the Assistant Secretary for Procurement
 Office of the Assistant Secretary for Technical Services
 Office of the Assistant Secretary for Training and Development
 Office of the Assistant Secretary for Public Relations
 Office of the Assistant Secretary for Special Services

CHECKED BY:

ENGR. CECIL G. FABIAN
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:

DONATO B. SAN JUAN
 DEPUTY COMMISSIONER I, AG

APPROVED BY:

REY LEONARDO B. GUERRERO
 COMMISSIONER, BOC

PROJECT TITLE:

IMPROVEMENT/ FABRICATION OF COMPUTER WORK
 STATION OF THE OFFICE OF HUMAN RESOURCES AND
 MANAGEMENT DIVISION (HRMD)

OWNER:

BUREAU OF CUSTOMS

LOCATION:

ADDRESS:

SHEET CONTENT:

AS SHOWN

DRAWN BY:

CONCERT S. GUSAGO
 TECHNICAL ASSISTANT GSD

SHEET NO.:

A-00

DATE:

13 NOV 2019



ARTIST'S PERSPECTIVE



RA 8286 SEC. 38
 Department of Finance, Bureau of Customs and Excise
 Office of the Director General of Customs
 Office of the Director General of Excise
 Office of the Director General of Tax Administration
 Office of the Director General of Tax Collection
 Office of the Director General of Tax Assessment
 Office of the Director General of Tax Enforcement
 Office of the Director General of Tax Administration

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

RECOMMENDING APPROVAL:
DONATO B. SAN JUAN
 DEPUTY COMMISSIONER, IAG

APPROVED BY:
REY LEONARDO B. GUERRERO
 COMMISSIONER, BOC

PROJECT TITLE:
**IMPROVEMENT FABRICATION OF COMPUTER WORK
 STATION OF THE OFFICE OF HUMAN RESOURCES AND
 MANAGEMENT DIVISION (HRMD)**

OWNER:
BUREAU OF CUSTOMS

ADDRESS:
 AS SHOWN

DRAWN BY:
GENBERT S. GUISADO
 TECHNICAL ASSISTANT, GSD

SHEET NO.:
A-00
 DATE:
 13 NOV 2019



ARTIST'S PERSPECTIVE



RA 8206 SEC. 33
 Department of Finance, Bureau of Procurement
 The Procurement Officer shall be responsible for the
 procurement of goods and services and for the
 management of the procurement process. He/she
 shall be responsible for the selection of the
 most advantageous offer and for the award of
 the contract. He/she shall be responsible for the
 management of the contract and for the
 delivery of the goods and services.

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

RECOMMENDING APPROVAL:
DONATO B. SAN JUAN
 DEPUTY COMMISSIONER IAG

APPROVED BY:
REY LEONARDO B. GUERRERO
 COMMISSIONER BOC

PROJECT TITLE:
**IMPROVEMENT/ FABRICATION OF COMPUTER WORK
 STATION OF THE OFFICE OF HUMAN RESOURCES AND
 MANAGEMENT DIVISION (HRMD)**

OWNER:
BUREAU OF CUSTOMS

SHEET CONTENT:
 AS SHOWN

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

SHEET NO:
A-00
 DATE:
 13 NOV 2019