



## 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 Collection Service and Ground floor CRIC hallway”** 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 Collection Service and Ground floor CRIC hallway**

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

Approved Budget for the Contract: **Nine Hundred Sixty-Four Thousand Two Pesos and Thirty-Eight Centavos (PHP964,002.38) inclusive of tax**

Specifications:

QTY.	DESCRIPTION
<p><b>1</b> <b>LOT</b></p>	<p><b>SCOPE OF WORKS</b></p> <p><b>A. 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>B. 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>C. Carpentry Works</b></p> <ul style="list-style-type: none"> <li>a. Supply and installation of 9mm gypsum board with complete standard metal furring support on all ceiling as shown on the plans and BOQ.</li> <li>b. Supply and installation of 6mm fiber cement board with complete standard metal stud support on all exterior and interior drywall partition as shown on the plans and BOQ.</li> <li>c. Fabrication of all built-in cabinets and all office tables as indicated on the plans and BOQ.</li> </ul>



**D. Painting Works**

- a. Painting of all interior and exterior walls, partitions and ceiling at least (3) layers of coating.
- b. Painting of all built-in cabinets and office tables with "Duco" paint finish.

**E. Doors**

- a. Supply and installation of double swing glass door and wooden flush solid door with door jamb as shown on the plans and BOQ including of its accessories such as door knobs as shown on the plans and BOQ.

**F. Floor and Tiling Works**

- a. Supply and installation of 60cm x 60cm floor tiles including replacement of all floor tiles at CRIC Hallway as shown on the plans and BOQ.

**G. Plumbing works**

- a. Supply and installation of all plumbing fixture and accessories as indicated on the plans and BOQ.
- b. installation of stainless sink and water piping distribution system including its necessary fitting and accessories as indicated on the plans and BOQ.

**H. Electrical Works**

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

**I. Payment Terms**

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

Order of Billing	Project Accomplishment Percentage
First (1 <sup>st</sup> ) Billing	At least <b>50%</b> of the work has been accomplished
Second (2 <sup>nd</sup> ) Billing	At least <b>80%</b> of the work has been accomplished
Final Billing	<b>100% accomplished</b>

**Work Duration: 90 Calendar Days**



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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 **November 15, 2022, 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](mailto:bacsecretariat@customs.gov.ph).

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 and Renovation of the office of Collection Service and Ground floor CRIC hallway**

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> • Total Floor Area – 100.83 sq.m.	1.00	lot				
<b>B. Demolition Works</b>	1.00	lot				
<b>Subtotal:</b>						
<b>C. Carpentry Works</b> <b>Ceiling:</b> • Gypsum board (9mm) • Metal Furring ( 3m length )	70.00 220.00	sht/s lgth				



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<ul style="list-style-type: none"> <li>Carrying Channel ( 3m length )</li> <li>Blind Rivet</li> <li>Metal Screw</li> <li>Wall Angle – 3m Length</li> <li>Miscellaneous</li> </ul>	50.00 1,950.00 550.00 35.00 1.00	lgth pcs pcs lgth lot				
<b>Built in Cabinets &amp; Office Tables</b>						
<ul style="list-style-type: none"> <li>Plyboard ( 18mm THK.) 4x8ft</li> <li>Rugby</li> <li>Cabinet Accessories</li> <li>Black Screw</li> <li>Common Nail</li> <li>Stickwell</li> <li>Paint (duco finish on tables and cabinets)</li> <li>Miscellaneous</li> </ul>	40.00 2.00 1.00 1,200.00 1.00 2.00 1.00 1.00	shts gal lot pcs lot gals lot lot				
<b>Plywood / Drywall on metal frame:</b>						
<ul style="list-style-type: none"> <li>4' x 8' – Plywood / Fiber Cement Board 6mm</li> <li>3m Length – Metal Studs</li> <li>Blind Rivets</li> <li>Metal Screw</li> <li>Miscellaneous</li> </ul>	55.00 30.00 1,000.00 300.00 1.00	sht/s pcs pcs pcs lot				
<b>Subtotal:</b>						
<b>D. Painting Works</b>						
<ul style="list-style-type: none"> <li>Flat Latex</li> <li>Semi-Gloss Latex</li> <li>Flat Wall Enamel</li> <li>Laquer Primer</li> <li>Paint Thinner</li> <li>Paint Brush</li> <li>Paint Roller</li> <li>Consumables</li> </ul>	10.00 10.00 10.00 10.00 2.00 1.00 1.00 1.00	gals gals gals gals gals lot lot lot				
<b>Subtotal:</b>						

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<b>E. Doors</b>							
• Supply and Installation of Double Swing Glass Door w/ accessories	1.00	Set					
• Supply and Installation of wooden flush solid door	4.00	Sets					
• Door Accessories and Consumables	1.00	lot					
<b>Subtotal:</b>							
<b>F. Floor and Tiling Works</b>							
• 60cm x 60cm Floor Tiles	600.00	pcs					
• Portland Cement	35.00	bags					
• Tile adhesive (25 kg)	17.00	bags					
• Grout	23.00	bags					
• Sand	3.50	cu.m.					
• Consumables	1.00	lot					
<b>Subtotal:</b>							
<b>G. Plumbing Fixtures</b>							
• Stainless sink and accessories	1.00	set					
• Pipes and fittings	1.00	lot					
• Consumables	1.00	lot					
<b>Subtotal:</b>							
<b>H. Electrical Works</b>							
• Duplex Convenience Outlet	25.00	sets					
• Polarized 3-Prongs (ACU Outlet)	5.00	sets					
<b>Lighting Fixtures:</b>							
• 12W LED Round Panel Light	50.00	pcs					
<b>Wiring Devices:</b>							
• Single Gang Switch	5.00	pcs					
• 2-Gang Switch	7.00	pcs					
• 3.5 mm THHN wire/wire cables	1.00	lot					
• UTP cable Cat6	1.00	lot					

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<b>Roughing-ins:</b>	1.00	lot				
<b>Subtotal:</b>						
<b>Total:</b>						

**Work Duration: 90 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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