

PROFESSIONALISM

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 the Office of the Director, FMO and Office of the Chief, Budget Division" 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 the

Director, FMO and Office of the Chief, Budget

Division

Location:

General Services Division, OCOM Building,

Gate 3, South Harbor, Port Area, Manila

Approved Budget for the

Contract:

Nine Hundred Sixty-Two Thousand Two Hundred

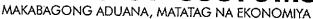
Sixty-Three Pesos and Seventy-Seven Centavos

(PHP962,263.77) inclusive of tax

Specifications:

	A Part of the Control
QTY	DESCRIPTION
	1. SCOPE OF WORKS
1	*
LOT	
	A. Mobilization
	a. Preparation of logistics of contractor's equipment.
	b. Setting up of temporary facilities within the site; and
	c. Setting up of necessary water and power lines required for the
	Project.
	B. Demobilization
	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.
	c. Removal and flading of tools and equipment from the project site.
	C. Carpentry Works
	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 cabinets, backdrops, and executive office tables
	as indicated in the plans and Bill of Quantities (BOQ).
	as managed in the plane and and of Quantities (239)
	D. Dointing Works
	D. Painting Works
	a. All surface defects shall be repaired, and all surfaces shall be scraped
	to remove deteriorated coatings and other deleterious materials.







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Surfaces shall then be cleaned with steam or with a commercial cleaner to remove all grease, oil, and chemical residues;

- b. Prior to painting works, surfaces on masonry, wood, and metal must be free from any dirt, grease, old paint, and rust, eliminate loose or peeling paint, and get rid of rust deposits before applying primer/putty and paint finish; and
- c. Contractor shall ensure that all delivered painting materials to the work site shall be in original containers with seals and labels intact. Containers shall not be opened until after they have been inspected by the End-user or its duly authorized representative.

E. Doors and Windows

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

F. Floor and Tiling Works

- Supply and installation of 60cm x 60cm floor and wall tiles in the comfort rooms as indicated in the plans and Bill of Quantities (BOQ);
 and
- b. Supply and installation of 50cm x 50cm carpet floor tiles in the Director's Office, Chief's Office, and mini-conference room as indicated in the plans and Bill of Quantities (BOQ).

G. Plumbing Works

Replacement of water closets, wall-hung lavatories, pipes, and fittings with complete accessories as indicated in the plans and Bill of Quantities (BOQ).

H. Electrical Works

- Supply and installation of all lighting fixtures as shown on the Reflected Ceiling Plan (RCP) or as specified by the architect and/or end-user's representative;
- b. Supply and installation of wiring devices, switches, outlets, and accessories as shown in the plans and Bill of Quantities (BOQ);
- c. Supply and installation of panel board with circuit breakers as shown in the plans and Bill of Quantities (BOQ); and
- d. Supply and installation of wiring cables and roughing-ins as per plans and Bill of Quantities (BOQ).

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I. Others

Supply and installation of 900 mm and 500 mm diameter BOC seals as indicated in the plans and Bill of Quantities (BOQ).

J. Permits, Licenses, and Taxes

- The contractor shall secure and pay all permits, fees, licenses, taxes, etc. necessary for the execution of the general construction works for the project;
- b. The contractor shall prepare, the complete Contract Documents consisting of detailed designs and construction drawings (architectural, electrical, structural, mechanical, plumbing/sanitary, electronic and communication layout) in accordance needed by the Municipal Engineering Office for the building permit purposes; and
- c. The contractor shall prepare a monthly progress report which shall include an overall progress chart based on the actual physical accomplishment of construction work and a progress chart based on the actual value of accomplished construction work, among others.

K. Payment Terms

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

Order of Billing	Project Accomplishment Percentage
First (1st) 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 **July 31, 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.**





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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.

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 the Director, FMO

and Office of the Chief, Budget Division

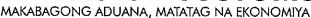
Sir/Madam:

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/Un it	Total		
A. Mobilization/Demobilization	1.00	lot				
B. Demolition Works	1.00	lot				
Subtotal:					•	

C. Carpentry Works				
 Ceiling (75 sq.m): 				
Gypsum board (9mm)	30.00	sht/s		
Metal Furring (3m length)	90.00	lgth		
Carrying Channel (3m length)	35.00	lgth		
Blind Rivet	1,200.00	pcs		
Metal Screw	350.00	pcs		
Wall Angle – 3m Length	30.00	lgth		
Miscellaneous	1.00	lot		
Built-in Cabinet:		,		
Plyboard 3/4"	18.00	sht/s		
1/4 clear glass 6mm	1.00	lot		







Duco paint 1.00 lot 1.00 Consumables lot Backdrop (23 sq.m): 27.00 PVC wall cladding (6x.15m) pcs 400.00 Metal Screw pcs 6.00 Plyboard 3/4" sht/s 1.00 Duco paint lot 1.00 Miscellaneous lot **Executive office tables:** 1.00 lot Subtotal: D. Painting Works **Drywall partitions with** stucco paint finish (35 sq.m): bags Skim coat (25 kg) 2.00 bags 25.00 Portland Cement (40kg) lot Sandpaper 1.00 lot Consumables 1.00 Ceiling (75 sq.m): bags Skim coat (25 kg) 3.00 gals 5.00 Flat Wall Enamel gals Semi-Gloss (double coat) 10.00 gals Paint Thinner 3.00 lot Paint Brush 1.00 lot 1.00 Paint Roller lot Drop cloths 1.00 lot Paint tray 1.00 lot Sandpaper 1.00 lot Consumables 1.00 **Drywall partitions with** paint finish (55 sq.m): bags Skim coat (25 kg) 2.00 qals 3.00 Flat Wall Enamel gals Semi-Gloss (double coat) 6.00 gals 2.00 Paint Thinner lot 1.00 Paint Brush lot 1.00 Paint Roller lot 1.00 Drop cloths lot 1.00 Paint tray lot 1:00 Sandpaper lot 1.00 Consumables



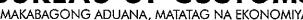
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E. Doors and windows					
Supply and Installation of	6.00	sets			
wooden flush solid door					
Supply and Installation of sliding	1.65	sq.m.			
glass window					
Supply and Installation of PVC	2.00	sets			
door					
Door Accessories and	1.00	lot			
Consumables					
	Sul	ototal:			
F. Floor and Tiling Works			:		
50cm x 50cm Floor Carpet Tiles	220.00	pcs	- 		
(55 sq.m.)		 . a			
60cm x 60cm floor tiles (21	60.00	pcs			
sq.m.)	FF 00				
60cm x 60cm wall tiles "full	55.00	pcs			
height' (20 sq.m.)	15.00	bage			
Portland Cement (41 sq.m.) Tile adhesive (25 kg)	7.00	bags bags	+		
Tile grout	6.00	bags	i		
Sand	1.00	cu.m.			
Consumables	1.00	lot			
Consumation	1.00	"			ļ
	Sul	total:			
G. Plumbing Fixtures					
Water Closet	2.00	sets			
Wall-Hung lavatory	2.00	sets			
Pipes and fittings	1.00	lot			
Consumables	1.00	lot ototal:			
H. Electrical Works		coto			
Duplex Convenience Outlet	11.00	sets			
Floor mounted outlet	2.00	sets			
Polarized 3-Prongs (ACU	5.00	೨೯೮೨			
Outlet)					
Lighting Fixtures:					
12W LED Round Panel Light	33.00	pcs		•	
Strip led lights	1.00	lot			
Wiring Devices:				<u> </u>	







UTP cable Cat6 1.00 Single Gang Switch box 7.00 3-Gang Switch pcs 3.00 2-Way Gang Switch pcs 3.00 3.5 mm THHN wire/wire pcs 1.00 cables box Roughing-ins: Consumables lot 1.00 lot 1.00 Subtotal: I. Others рс BOC Seal (900 mm dia.) 1.00 рс 1.00 BOC Seal (500 mm dia.) lot 1.00 Consumables Subtotal: Total: Direct Cost Work Duration: 90 Calendar Days Material Cost Labor Cost Total amount in words: Mobilization **Total Direct Cost Indirect Cost** The above-quoted prices are inclusive Overhead, Contingencies and of all costs and applicable taxes. Miscellaneous (OCM) (15% of DC) Contractors Profit (10% of DC)

Very truly yours,

Name/ Signature of Representative

Total Indirect Cost

Total Indirect Cost

Total PROJECT COST

Name of Company

Mayor's Permit No._____
PhilGEPS Registration No.____
(Please submit the photocopies of the above documents upon submission of quotation)