



BUREAU OF CUSTOMS

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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 and Renovation of Office of the Deputy Commissioner, Internal Administration Group (IAG)"** 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 Office of the Deputy Commissioner, Internal Administration Group (IAG)**

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

Approved Budget for the Contract: **Seven Hundred Eighty-Six Thousand One Hundred Ninety-Seven Pesos and Thirty-Four Centavos (PHP786,197.34) inclusive of tax**

Specifications:

QTY.	DESCRIPTION
<p>1 LOT</p>	<p>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. 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 materials from the project site to the appropriate disposal area. 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 on the plans and Bill of Quantities (BOQ). b. Supply and installation of 9mm fiber cement board with complete standard metal stud support on all drywall partitions as shown on the plans and Bill of Quantities (BOQ). c. Fabrication of built-in cabinets and backdrop as indicated on the plans and Bill of Quantities (BOQ). <p>D. Painting Works</p> <ul style="list-style-type: none"> a. Painting of all interior walls, partitions and ceiling at least (2) layers of coating.



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E. Doors and Windows

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

F. Floor and Tiling Works

- a. Supply and installation of 60cm x 60cm floor tiles at the staff area, assistant chief office and pantry as shown on the plans and Bill of Quantities (BOQ).
- b. Supply and installation of 60cm x 30cm floor and wall tiles at the comfort room as shown on the plans and Bill of Quantities (BOQ).
- c. Supply and installation of 50cm x 50cm carpet floor tiles at the conference room and Director's office as shown on the plans and Bill of Quantities (BOQ).

G. Plumbing Fixtures

- a. Replacement of water closet, wall-hung lavatory and urinal including dilapidated pipes and fittings as shown on the plans and Bill of Quantities (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 the architect and/or owner's representative.
- c. Supply and installation of wiring devices, switches, outlets and accessories as shown on the plans and Bill of Quantities (BOQ).

I. Others

- a. Replacement of kitchen sink and installation of grease trap as indicated on the plans and Bill of Quantities (BOQ).

J. 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 st) Billing	At least 50% of the work has been accomplished
Second (2 nd) Billing	At least 80% of the work has been accomplished
Final Billing	100% accomplished

Work Duration: 45 Calendar Days

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



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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 **April 03, 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.

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 Office of the Deputy Commissioner, Internal Administration Group (IAG)**

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 • Total Floor Area – 100.83 sq.m.	1.00	lot				
B. Demolition Works	1.00	lot				
Subtotal:						

C. Carpentry Works						
Ceiling (85 sq.m):						
• Gypsum board (9mm)	35.00	sht/s				
• Metal Furring (3m length)	110.00	lgth				
• Carrying Channel (3m length)	35.00	lgth				
• Blind Rivet	1,250.00	pcs				
• Metal Screw	360.00	pcs				
• Wall Angle – 3m Length	25.00	lgth				
• Miscellaneous	1.00	lot				
Drywall Partitions (50 sq.m):						
• Fiber Cement Board 9mm	38.00	sht/s				

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<ul style="list-style-type: none"> • 3m Length–Metal Studs (GA 22 0.80mm THK.) • Rivets • Metal Screw • Miscellaneous • Built-in Cabinets: • Backdrop: • Miscellaneous 	<p>65.00</p> <p>720.00</p> <p>220.00</p> <p>1.00</p> <p>1.00</p> <p>1.00</p> <p>1.00</p>	<p>pcs</p> <p>pcs</p> <p>pcs</p> <p>lot</p> <p>lot</p> <p>lot</p> <p>lot</p>				
Subtotal:						
D. Painting Works						
Ceiling & drywall partitions (170 sq.m):						
<ul style="list-style-type: none"> • Glazing Putty • Flat Wall Enamel • Enamel Quick Dry • Semi-Gloss • Paint Thinner • Paint Brush • Paint Roller • Consumables 	<p>9.00</p> <p>7.00</p> <p>7.00</p> <p>8.00</p> <p>10.00</p> <p>1.00</p> <p>1.00</p> <p>1.00</p>	<p>gals</p> <p>gals</p> <p>gals</p> <p>gals</p> <p>gals</p> <p>lot</p> <p>lot</p> <p>lot</p>				
Subtotal:						
E. Doors and Windows						
<ul style="list-style-type: none"> • Supply and Installation of wooden flush solid door • Supply and Installation of sliding wooden flush solid door • Supply and Installation of PVC door • Supply and Installation of Sliding Aluminum Window • Door Accessories and Consumables 	<p>3.00</p> <p>2.00</p> <p>1.00</p> <p>9.00</p> <p>1.00</p>	<p>Sets</p> <p>Sets</p> <p>Set</p> <p>sq.m</p> <p>lot</p>				
Subtotal:						
F. Floor and Tiling Works						
<ul style="list-style-type: none"> • 60cm x 60cm Floor Tiles (35 sq.m.) • 50cm x 50cm Floor Carpet Tiles (45 sq.m.) 	<p>105.00</p> <p>160.00</p>	<p>pcs</p> <p>pcs</p>				

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<ul style="list-style-type: none"> 30cm x 60cm Tiles Portland Cement Tile adhesive (25 kg) Tile grout Sand Consumables 	<p>70.00</p> <p>15.00</p> <p>7.00</p> <p>5.00</p> <p>1.00</p> <p>1.00</p>	<p>pcs</p> <p>bags</p> <p>bags</p> <p>bags</p> <p>cu.m.</p> <p>lot</p>				
Subtotal:						
G. Plumbing Fixtures						
<ul style="list-style-type: none"> Water Closet Wall-Hung lavatory Urinal Pipes and fittings Consumables 	<p>1.00</p> <p>1.00</p> <p>1.00</p> <p>1.00</p> <p>1.00</p>	<p>set</p> <p>set</p> <p>set</p> <p>lot</p> <p>lot</p>				
Subtotal:						
H. Electrical Works						
<ul style="list-style-type: none"> Duplex Convenience Outlet Polarized 3-Prongs (ACU Outlet) Lighting Fixtures: <ul style="list-style-type: none"> 12W LED Round Panel Light LED Bulb Wiring Devices: <ul style="list-style-type: none"> Exhaust fan Data Cabinet Data Outlet UTP cable Cat6 Single Gang Switch 2-Gang Switch 3-Gang Switch 3.5 mm THHN wire/wire cables Roughing-ins: Consumables 	<p>20.00</p> <p>6.00</p> <p>50.00</p> <p>8.00</p> <p>1.00</p> <p>1.00</p> <p>20.00</p> <p>1.00</p> <p>4.00</p> <p>4.00</p> <p>2.00</p> <p>1.00</p> <p>1.00</p> <p>1.00</p>	<p>sets</p> <p>sets</p> <p>pcs</p> <p>pcs</p> <p>set</p> <p>set</p> <p>sets</p> <p>box</p> <p>pcs</p> <p>pcs</p> <p>pcs</p> <p>lot</p> <p>lot</p> <p>lot</p>				
Subtotal:						
I. Others						
<ul style="list-style-type: none"> Kitchen Sink (Stainless) Grease trap Consumables 	<p>1.00</p> <p>1.00</p> <p>1.00</p>	<p>set</p> <p>set</p> <p>lot</p>				

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Subtotal:				
Total:				

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)

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	