



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 Chief of Staff, Office of the Commissioner"** 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 Chief of Staff, Office of the Commissioner"**

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

Approved Budget for the Contract: **Seven Hundred Eighteen Thousand Two Hundred Eighty-Four pesos and Twenty Centavos (PHP718,284.20) 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 fiber cement 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 drywalls as shown on the plans and BOQ; and c. Fabrication of built-in cabinet and backdrop as indicated on the plans and BOQ. <p>D. Painting Works</p> <p>Repainting of interior walls with stucco paint finish and painting of ceiling with at least (2) layers of coating.</p>



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E. Doors and Windows

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

F. Concrete and Masonry Works

Fabrication of concrete lavatory as indicated in the plans and BOQ.

G. Floor and Tiling Works

- a. Supply and installation of 50cm x 50cm carpet floor tiles as shown in the plans and BOQ; and
- b. Supply and installation of 30cm x 30cm floor and wall tiles in the comfort room as shown in the plans and BOQ.

H. Plumbing Fixtures

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

I. 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.

J. Others

Supply, delivery and installation of BOC Seal with accessories as indicated in the plans and BOQ.

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 (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

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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.

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 Chief of Staff,
Office of the Commissioner**

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						
<ul style="list-style-type: none"> • Ceiling (32 sq.m): • Fiber Cement Board 9mm • Metal Furring (3m length) • Carrying Channel (3m length) • Blind Rivet • Metal Screw • Wall Angle – 3m Length • Miscellaneous • Drywall Partitions (50 sq.m): 	15.00 45.00 15.00 450.00 150.00 8.00 1.00	sht/s lgth lgth pcs pcs lgth lot				

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<ul style="list-style-type: none"> Fiber Cement Board 9mm 3m Length–Metal Studs (GA 22 0.80mm THK.) Rivets Metal Screw Miscellaneous Built-in Cabinets: Backdrop: PVC Wall panel (15 sq.m.) Metal Screw Plyboard 3/4" Miscellaneous 	<ul style="list-style-type: none"> 17.00 65.00 700.00 200.00 1.00 1.00 25.00 200.00 5.00 1.00 	<ul style="list-style-type: none"> sht/s pcs pcs pcs lot lot pcs pcs pcs lot 				
Subtotal:						
D. Painting Works						
<ul style="list-style-type: none"> Walls and ceiling (37 sq.m.): Glazing Putty Flat Wall Enamel Enamel Quick Dry Semi-Gloss (double coat) Skimcoat (20 kg) Paint Thinner Paint Brush Paint Roller Consumables Stucco paint finish (45 sq.m.) Consumables 	<ul style="list-style-type: none"> 4.00 4.00 4.00 8.00 40.00 5.00 1.00 1.00 1.00 1.00 1.00 1.00 	<ul style="list-style-type: none"> gals gals gals gals kgs gals lot lot lot lot lot lot 				
Subtotal:						
E. Doors and Windows						
<ul style="list-style-type: none"> Supply and Installation of wooden flush solid door Supply and Installation of PVC door Supply and Installation of sliding glass window with aluminum frame Consumables 	<ul style="list-style-type: none"> 2.00 1.00 1.00 1.00 	<ul style="list-style-type: none"> sets set set lot 				
Subtotal:						

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F. Floor and Tiling Works							
• 50cm x 50cm Floor Carpet Tiles (25 sq.m.)	110.00	pcs					
• 30cm x 30cm floor tiles (5.6 sq.m.)	65.00	pcs					
• 30cm x 30cm wall tiles (14.5 sq.m.)	165.00	pcs					
• Portland Cement (20.1 sq.m.)	7.00	bags					
• Tile adhesive (25 kg)	3.00	bags					
• Tile grout	5.00	bags					
• Sand	0.70	cu.m.					
• Consumables	1.00	lot					
Subtotal:							
G. Concrete and Masonry Works							
• Concrete lavatory	1.00	lot					
• Consumables	1.00	lot					
Subtotal:							
H. Plumbing Fixtures							
• Water Closet	1.00	set					
• Lavatory (vessel type basin)	1.00	set					
• Pipes and fittings	1.00	lot					
• Consumables	1.00	lot					
Subtotal:							
I. Electrical Works							
• Duplex Convenience Outlet	8.00	sets					
• Polarized 3-Prongs (ACU Outlet)	2.00	sets					
Lighting Fixtures:							
• 12W LED Round Panel Light	17.00	pcs					
• Led strip light	1.00	lot					
Wiring Devices:							
• Exhaust fan	1.00	set					
• Data Outlet	2.00	sets					
• UTP cable Cat6	1.00	box					
• Single Gang Switch	3.00	pcs					
• 3-Gang Switch	2.00	pcs					
• 3.5 mm THHN wire/wire cables	1.00	lot					
• Roughing-ins:	1.00	lot					
• Consumables	1.00	lot					
Subtotal:							

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J. Others • BOC logo (800mm Dia. Brass finish) • Consumables	1.00	lot				
	1.00	lot				
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	

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