



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Renovation of Vacant Room at the Designated Examination Area (DEA) as Extension Office for the X-ray Inspection Project (XIP) – Port of Manila (POM)”** 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: **Renovation of Vacant Room at the Designated Examination Area (DEA) as Extension Office for the X-ray Inspection Project (XIP) – Port of Manila (POM)**

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

Approved Budget for the Contract: **Two Hundred Twenty-eight Thousand Seven Hundred Sixteen pesos and Thirteen Centavos (PHP228,716.13) inclusive of tax**

Specifications:

| QTY. | DESCRIPTION |
|-------|--|
| 1 LOT | <p>A. GENERAL CONDITIONS</p> <p>Complete all works for the project “Renovation of Vacant Room at the Designated Examination Area (DEA) as Extension Office for the X-ray Inspection Project (XIP) - Port of Manila (POM)”, including supply of all materials, equipment, and systems, as well as the performance of all necessary labor and processes, in accordance with the plans, specifications, the Bidding Documents, the Terms of References and other related contract documents.</p> <p>The contractor is not limited to the scope of works listed. He shall verify all plans and actual conditions for the necessity of work. If the actual situation calls for demolition, removal, and relocation he shall include such and all concomitant works to finish as part of the scope of work.</p> <p>Any discrepancies errors or omissions found between the drawings and specifications and the site conditions shall be clarified with the Architect/Consultant/Engineer.</p> <p>Should the contractor fail to verify or clarify discrepancies, errors, conflicts, or omissions in the drawings and specifications, it shall be deemed that the contractor has included in the</p> |



preparation of his bid the necessary works, materials, or items needed to satisfy the general scope of works.

B. SCOPE OF WORKS

1. Mobilization

- 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; and
- d. Site clean-up, demolition, and dismantling.

2. Structural Works

Supply, fabrication and installation of tubular steel column welded as shown in the plans and Bill of Quantities (BOQ).

3. Masonry Works

- a. Supply and laying of 4" Non-Bearing Concrete Hollow Blocks (CHB) including plastering as per plan; and
- b. 2" Concrete Topping.

4. Carpentry Works

- a. Supply and installation of trusses and roofing with complete standard C-Purlins support on roofing as shown on the plans and BOQ;
- b. Supply and installation of ceiling board with complete standard metal furring support on all ceilings as shown on the plans and BOQ; and
- c. Supply and installation of 9mm fiber cement board with complete standard metal stud support on all drywall as shown on the plans and BOQ.

5. Flooring Works

Supply and installation of Polished Concrete, as shown in the plans and BOQ.

6. Door and Window

- a. Supply and installation of all doors with corresponding door jambs as indicated in the plans and BOQ; and
- b. Supply and installation of wooden door with glass and windows as indicated in the plans and BOQ.

7. Waterproofing Work

Supply and application of waterproofing on wall as indicated on BOQ.

8. Electrical and Auxiliary Works



| | |
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| | <p>a. Supply and installation of complete electrical system as indicated in the plans;</p> <p>b. Supply and installation all lighting fixtures as shown on the Reflected Ceiling Plan or as specified by the architect and/or End-user's representative;</p> <p>c. Supply and installation of wiring devices, switches, outlets, and accessories as shown in the plans and BOQ;</p> <p>d. Supply and installation of panel board with circuit breakers as shown in the plans and BOQ;</p> <p>e. Supply and installation of wiring cables and roughing-ins as per plans and BOQ;</p> <p>f. All exposed existing electrical wirings, data cable and telephone line inside the building shall be covered using Unplasticized Polyvinyl Chloride (uPVC) moldings, and use proper insulation, do not combine the electrical wire, data cable and telephone line on the same raceways;</p> <p>g. Complete testing and commissioning of all electrical lighting, and power system; and</p> <p>h. Securing of electrical wiring permit and certificate of electrical inspection.</p> <p>9. Painting Works</p> <p>a. Painting of walls and ceiling as shown in the plans and BOQ; and</p> <p>b. 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.</p> <p>10. Demobilization</p> <p>b. Site clean-up;</p> <p>c. Hauling of debris and materials from the project site to the appropriate disposal area;</p> <p>d. Removal and hauling of tools and equipment from the project site; and</p> <p>e. Submit working drawings (as-built plan) of the ff:</p> <ul style="list-style-type: none">• Architectural• Structural• Electrical & Auxiliary <p>11. Permits, Licenses, and Taxes</p> |
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- a. 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 weekly progress report which shall include an overall progress chart based on actual physical accomplishment of construction work and a progress chart based on actual value of accomplished construction work, among others.

12. 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 50% of the work has been accomplished |
| Final Billing | 100% accomplished |

C. SPECIFICATIONS

All drawings, whether small scale or detailed drawings, are intended to work in unison with the specifications and to form part thereof, where figures are given, they are to be followed in preference to measurement by scale. Anything shown in the drawings but not mentioned in the specifications (or vice-versa) or anything not expressly set forth in either (but which is reasonably implied) shall be furnished and installed as thought specifically shown in mentioned both.

1. Structural Steel

- a. All structural steel and miscellaneous metals shall conform to American Society for Testing and Materials (ASTM) specification designation for carbon steel with a yield strength of 36,000 PSI (A36) unless otherwise noted and shall be fabricated and erected in accordance with the American Institute of Steel Construction (AISC) specification for the design, fabrication and erection of structural steel;

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- b. All welding works shall comply with American Welding Society (AWS) specifications standard and performed by certified welders. All welding shall be performed by electric arc process and shall be done using approved electrodes as required by the building code. Welds are designed for full stress;
- c. Application of two coats of epoxy primer for all structural shapes prior to erection, repainting of areas affected by welding works; and
- d. All bolts, screw or reinforced bar that will be drill on concrete slab, column, wall and beams shall be coated in Structural Epoxy before installation.

2. Masonry

- a. 4" Concrete Hollow Blocks (CHB) shall have a minimum plaster thickness of ½" on both side;
- b. Wall reinforcement shall be 10mm diameter deformed bar spaced at every two layer of CHB horizontally and 600mm Vertically;
- c. Cement shall be standard Portland cement, ASTM C, 150 – 68 TYPE 1;
- d. Mixture of mortar shall be Class C: one (1) part Portland cement and four (4) parts sand volume; and
- e. Mixture of concrete topping shall be one (1) part Portland cement and two (2) parts sand volume.

3. Carpentry Works

Ceiling

Use 9mm Gypsum board for General/Common Areas, 12mm MR Gypsum board for T&B and Chief Office, 19x50x0.5mm Double Furring spaced @ 400mm on center, 12x38x0.8mm Carrying Channel spaced @ 1.2m on center, 25x25x0.5mm Wall angle along perimeter of the area, 25x25x0.4mm Shadow line Plaster trim along perimeter of the area, 20mm Marine plywood for cove lighting frame and drop ceiling, as shown/indicated in the plans and BOQ.

4. Flooring Works

Flooring finish



Polished Concrete with quality, appearance and strength.

5. Doors, Windows and Mirrors

a. Door

All doors shall be solid panel door of appropriate size. Door with glass shall be 6mm Tempered glass. Hinges must be approved, brass, chromed plated loose pin, and finely finished unless otherwise specified.

b. Window

All windows shall be powder coated aluminum framing window with 6mm thickness Tempered Clear glass.

6. Waterproofing

Use waterproofing painted on wall.

7. Painting

Application of Plastered Paint Finish on all interior and exterior walls/partitions, ceiling and concrete surfaces within the scope of the interior and exterior renovation works unless otherwise indicated in the plans and specifications.

a. All paint and accessories, materials incorporated in or forming a part thereof shall be subject to the approval and selection of color, tint, finish or shade by the Architect;

b. Painting of all surfaces, except otherwise specified shall be (3) coats work, one primer and two finish coats;

c. All paint materials shall meet the requirements of paint materials under class A;

d. All surfaces to be painted shall be examined carefully before beginning any painting work, and other trade works installed in workmanship condition to receive paint or ant particular finish;

e. All paint materials shall meet the requirements of the specifications set by GSD and shall be delivered on the job in the original container, with labels intact and seal unbroken;

f. Concrete surfaces;

Latex paint shall be used, and preparation and application must be according to the manufacturer's instructions.

g. Wooden and metal surfaces; and



Automotive Lacquer paint shall be used, and preparation and application must be according to the manufacturer's instructions. Use spray paint.

- h. Color pigments shall be used to produce the exact shades of paint, which shall conform to the approved color scheme.

8. Electrical Works

- a. Quality Assurance - All materials to be used shall be new and shall conform with the reference codes and standards. Use of materials shall be further be governed by other requirements, impose on other sections of these specifications. Materials shall be subject to test necessary their fitness if so requires;
- b. Alternate Materials - use of any material, not specified in these specifications may be allowed provided such alternate has been approved agency in accordance with generally accepted standards;
- c. Identification of Materials - Each length of pipe, fitting, box, fixture and device used in the electrical system shall have cast, stamped or indelibly marked on it the manufacturer's trademark or name, the weight, type and classes or product when so required by the standards mentioned above;
- d. Wires and Cables;
 - i. All wires shall be copper, soft-drawn and annealed, shall be of 99% conductivity, shall be smooth and true and of the cylindrical form and shall be within +/-1% variation of the actual size called for.
 - ii. Wires and cables shall be plastic insulated for 600 volts working pressure, type THHN/THWN unless otherwise noted.
 - iii. All wires and cables shall be color coded, as follows:
 - (a) Line 1 – red
 - (b) Line 2 – yellow
 - (c) Line 3 – blue
 - iv. Minimum size of branch circuit wire shall be 3.5 mm² Thermoplastic Heat and Water-Resistant Wire (THW) or Thermoplastic Hight Heat-Resistant, Nylon-Coated (THWN) for power and lighting system with 2.0mm² THW minimum ground wire.



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| | <ul style="list-style-type: none">v. Wires 2.5 mm² and smaller shall be solid or stranded and 3.5 mm² and bigger shall be stranded.e. Switches;<ul style="list-style-type: none">i. Switches shall be flush mounted and rated at 15 Amperage (Amps), 250 volts, one way, three-way as required.ii. Switches shall be quiet type, spring loaded, and the cover plates shall be subject to the approval of the Architect and the Engineer.f. Receptacles; and<ul style="list-style-type: none">i. Receptacles shall be duplex, flush mounted and rated at 10 (Amps), 250 volts, parallel or tandem slots with grounding slots as required. All 110 volts receptacle outlets shall be rated 15 Amps, 120 volts. 220 volts receptacle outlets shall be distinct from the 110 volts receptacle outlets in terms of configurations and shall be provided with markings.ii. Cover plates shall be subject to the approval of the Architect and the Engineer. Stainless steel cover plate shall be required on all wet or damped area. |
|--|---|

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 **September 25, 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.

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**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. 8526-6571 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: **Renovation of Vacant Room at the Designated Examination Area (DEA) as Extension Office for the X-ray Inspection Project (XIP) – Port of Manila (POM)**

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. Site Works | 1.00 | lot | | | | |
| 1. Dismantling/Demolition Works Dismantling of Existing Drywall Ceiling including steel/wood framing | | | | | | |
| 2. Site Clearing, Cleaning, Hauling of Debris (Demolition/Dismantling) | 1.00 | lot | | | | |
| Subtotal: | | | | | | |

| | | | | | | |
|---|------|-----|--|--|--|--|
| C. Structural Works | | | | | | |
| 1. Tubular Steel Column (100mm X 50mm X 1.5mm) | 4.00 | pcs | | | | |
| Subtotal: | | | | | | |

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| D. Mason Works | | | | | | |
| 1. CHB Wall | | | | | | |
| a. 4" Non Bearing Concrete Hollow Blocks | 320.00 | pcs | | | | |
| b. Portland Cement | 35.00 | pcs | | | | |
| c. Sand | 3.00 | cu.m | | | | |
| d. 6m Length – 10mm Deformed Reinforcing Bars | 20.00 | pcs | | | | |
| e. GI Tie Wire #16 | 1.00 | kgs | | | | |
| f. Polished Concrete @ flooring Area | 8.00 | sqm | | | | |
| g. Consumables | 1.00 | lot | | | | |
| Subtotal: | | | | | | |
| E. Trusses and Roofing | | | | | | |
| a. C-Purlins 2in x 6in 1.5mm | 3.00 | pcs | | | | |
| b. Welding rod | 3.00 | kg | | | | |
| c. Tek Screw 1" | 200.00 | pcs | | | | |
| d. ABC Silicon Sealant 300ml | 2.00 | pcs | | | | |
| e. Metal Cutting Disc 4" | 5.00 | pcs | | | | |
| f. Plain sheets wall flashing | 3.00 | pcs | | | | |
| g. Pre-painted , Long Span Rib type roofing (24ga) | 18.00 | sqm | | | | |
| h. Pre-painted , GI sheet (24ga),0.6m bend x 2.4m Length Gutter | 4.00 | pcs | | | | |
| Subtotal: | | | | | | |
| F. False Ceiling (KISAME) | | | | | | |
| a. Gypsum Board 9mm | 4.00 | pcs | | | | |
| b. Metal Furring (5m) | 15.00 | pcs | | | | |
| c. C-Chanel (5m) | 6.00 | pcs | | | | |
| d. 1" x 1" x 3m Wall Angle | 6.00 | pcs | | | | |
| e. W Clip | 60.00 | pcs | | | | |
| f. Blind rivets 1/2 x 3/4 | 100.00 | pcs | | | | |
| g. Wood Screw | 150.00 | pcs | | | | |
| Subtotal: | | | | | | |
| G. Painting Works | | | | | | |
| a. Fortress Skim coat (20kg) | 5.00 | pcs | | | | |
| b. Boysen Flat Latex White | 8.00 | gals | | | | |
| c. Semi-Gloss Latex White | 10.00 | gals | | | | |
| d. Semi-gloss latex Shadow Gray #363636 | 5.00 | gals | | | | |
| e. Masonry putty | 8.00 | gals | | | | |
| f. Concrete Neutralizer | 10.00 | liters | | | | |
| g. Sandpaper # 120 | 30.00 | pcs | | | | |
| h. Sandpaper # 320 | 20.00 | pcs | | | | |

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|---|-------|------|--|--|--|--|
| i. Paint Brush 4" | 10.00 | pcs | | | | |
| j. Paint Roller w/ tray | 3.00 | pcs | | | | |
| k. Water Proofing Paint | 1.00 | tin | | | | |
| l. Consumables | 1.00 | lot | | | | |
| Subtotal: | | | | | | |
| H. Electrical Works | | | | | | |
| 1. Conduits, Boxes and Fittings | | | | | | |
| 15mmØ x 3.00 m Polyvinyl Chloride (PVC) Pipe | 12.00 | pcs | | | | |
| 15mmØ 90° PVC Elbow (Long bend) | 6.00 | pcs | | | | |
| 15mmØ PVC Adapter w/ Locknut and Bushing | 6.00 | sets | | | | |
| 20mmØ x 3.00 m Polyvinyl Chloride (PVC) Pipe | 20.00 | pcs | | | | |
| 20mmØ 90° PVC Elbow (Long bend) | 3.00 | pcs | | | | |
| 20mmØ PVC Adapter w/ Locknut and Bushing | 8.00 | sets | | | | |
| Junction Box w/ Cover (PVC) | 5.00 | pcs | | | | |
| Utility Box (PVC) | 8.00 | pcs | | | | |
| 20mmØ Service Entrance Cap | 1.00 | pcs | | | | |
| 2. Wiring and Wiring devices | | | | | | |
| 3.5 mm ² Electric Wire THHN Stranded | 60.00 | l.m | | | | |
| 5.5 mm ² Electric Wire THHN Stranded | 15.00 | l.m | | | | |
| 8.0 mm ² Electric Wire THHN Stranded | 1.00 | box | | | | |
| 2-Gang Switch, 16A, 250V | 1.00 | pcs | | | | |
| LED Round Panel Light 12W (Recessed Type) | 4.00 | pcs | | | | |
| Duplex Convenience Outlet Wall Mounted Type | 6.00 | pcs | | | | |
| Polarized 3-prongs (ACU Outlet) | 1.00 | pcs | | | | |
| 3. Panel Board | | | | | | |
| Lighting and Power Panelboard (Bolt-on) Top Main: 50AT/50AF, 230V, 3Phase Branches: 4 2 x 20AT, 2P, 230V MCB 1 x 32AT, 2P, 230V MCB | 1.00 | sets | | | | |
| Nema-1 FLUSH MOUNTED | | | | | | |
| Miscellaneous and Consumables | 1.00 | lot | | | | |
| Subtotal: | | | | | | |
| I. Hardware Works | | | | | | |
| Doors | | | | | | |
| Flush Hollow Core Wood Door w/ Door Jamb | 1.000 | pcs | | | | |

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|--|---------------|--|--|--|
| | Total: | | | |
|--|---------------|--|--|--|

Work Duration: 15 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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