



## REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a <sup>second</sup> Small Value Procurement for the Replacement and Restoration of Windows at Law Division Area, 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 Replacement of Windows at Law Division Area

Location : 4/F POM Bldg., South Harbor Gate 3, Port Area, Manila

Approved Budget for the Contract: One Hundred Eighty Five Thousand Pesos (P 185,000.00) inclusive of tax

SCOPE OF WORKS	SCHEDULE OF WINDOW				
<ol style="list-style-type: none"><li>1. Demolition of steel casement window</li><li>2. Replace windows with Upvc (Unplasticised Poly Vinyl Chloride) fixed /awning window, clear glass, white frame</li><li>3. Restore affected areas</li><li>4. Verify actual site</li><li>5. See schedule of windows</li></ol>	<p>8 sets of Upvc window Width = 31" Height = 74"</p> <table border="1"><tr><td>F</td></tr><tr><td>F</td></tr><tr><td>A</td></tr><tr><td>A</td></tr></table> <p>F - fixed A - awning</p>	F	F	A	A
F					
F					
A					
A					

Delivery term : Twenty one (21) calendar days upon signing of Purchase Order

Interested contractors are required to submit their valid and current Mayor's Permit, PHILGEPS Registration Certificate and DTI / SEC Registration, PCAB License (minimum required Small A), List of Key Personnel and duly signed price quotation form (Annex "A").

Submission of quotation and eligibility documents is on or before September 1, 2014, 10:00 a.m. at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.

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.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled 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. 527-4519.

Very truly yours,

**DIMPNA O. LEJOS**  
OIC-Director, Administration Office

Annex "A"

## PRICE QUOTATION FORM

\_\_\_\_\_  
Date

The Director, Administration Office  
Bureau of Customs  
Port Area, Manila

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:

SCOPE OF WORKS	Unit Price	Total Price								
<ol style="list-style-type: none"><li>1. Demolition of steel casement window</li><li>2. Replace windows with UPVC (Unplasticised Poly Vinyl Chloride) fixed /awning window, clear glass, white frame</li><li>3. Restore affected areas</li><li>4. Verify actual site</li><li>5. See schedule of windows</li></ol> <ul style="list-style-type: none"><li>• 8 sets of Upvc window</li><li>• Width = 31"</li><li>• Height = 74"</li></ul> <table border="1"><tr><td>F</td><td>F - fixed</td></tr><tr><td>F</td><td>A - awning</td></tr><tr><td>A</td><td></td></tr><tr><td>A</td><td></td></tr></table>	F	F - fixed	F	A - awning	A		A			
F	F - fixed									
F	A - awning									
A										
A										

**Total amount in words:** \_\_\_\_\_

Warranty: \_\_\_\_ months from the date of delivery

Durability of the product: \_\_\_\_ years from the date manufactured

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. \_\_\_\_\_

DTI or SEC Registration Certificate No. \_\_\_\_\_

PhilGEPS Registration No. \_\_\_\_\_

PCAB License \_\_\_\_\_

(Please submit the photocopies of the above documents upon submission of quotation)

*ee*