



**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 Chief of Staff, OCOM"** 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 Chief of Staff, OCOM**
- Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**
- Approved Budget for the Contract: **Nine Hundred Sixty-Two Thousand Seven Hundred Forty-Five and Sixteen Centavos (Php962,745.16) – inclusive of tax**
- Specifications:

QTY.	DESCRIPTION
1 LOT	<p><b>SCOPE OF WORKS</b></p> <p><b>A. Mobilization</b></p> <ul style="list-style-type: none"> <li>a. Preparation of logistics of contractor's equipment.</li> <li>b. Setting up of Temporary Facilities within the site.</li> <li>c. Setting up of necessary water and power lines required for the Project.</li> </ul> <p><b>B. Demolition Works</b></p> <ul style="list-style-type: none"> <li>a. Dismantling and subsequent hauling of existing drywalls and all ceiling as indicated on the proposed plan.</li> <li>b. Dismantling and subsequent hauling of existing electrical wiring and auxiliary system affected of demolition works.</li> <li>c. Dismantling and subsequent hauling of existing plumbing fixture, piping and other fittings and accessories including ceiling and its framing of Comfort.</li> </ul> <p><b>C. Carpentry Works</b></p>



- a. Supply and installation of fiber cement board with complete standard metal furring support on all ceiling.
- b. Supply and Installation of fiber cement board with complete standard metal stud support on all dry wall partition as shown on the plans.
- c. Repair of all dilapidated wall and flooring of mezzanine floor (including wood stairs) and the office Chief of Staff).
- d. Fabrication of all architectural finishes and built-in furniture (cabinet, shelves, and tables) as shown on the perspective drawing and as indicated on the plans.

#### **D. Tile Works**

- a. Supply and installation of all floor tiles as shown on the plan.
- b. Dismantling and subsequent replace of floor and wall tiles of comfort rooms.

#### **E. Painting Works**

- a. Painting of all interior and exterior walls, partitions and ceiling as per plan.
- b. Painting of all existing doors, windows and cabinets.
- c. Repainting of all walls and ceiling of mezzanine floor and the office Chief of Staff).

#### **F. Doors and Windows**

- a. Supply and installation of all glass doors as shown on the plan.
- b. Supply and installation of glass transaction window as shown on the plan.
- c. Supply and installation of all new panel doors and PVC flush doors with door jamb as shown on the plans including of its accessories such as doorknobs lever type heavy duty and hinges.

#### **G. Plumbing Works**

- a. Supply and installation of all plumbing fixture and accessories of comfort rooms as shown on the plans.
- b. Repair and re-piping of sanitary and water piping distribution system including its necessary fitting and accessories unless otherwise shown on the plans.



	<p>c. Provision of drainage system of all air-conditioning units.</p> <p><b>H. Electrical Works</b></p> <p>a. Supply and installation of complete electrical system as shown on the perspective/drawing plans, including provision of data structure cabling (coordinate with MISTG for proper installation/distribution of cable).</p> <p>b. Supply and installation of wiring devices, switches and outlets, wall receptacles, plates and accessories.</p> <p>c. Provision for power distribution system for all air-conditioning units and other mechanical equipment.</p> <p>d. Restoration of other electrical system not shown on the drawings such as power outlets, switches, data and other control wirings.</p> <p>e. Complete testing and commissioning of all electrical lighting, power systems.</p> <p><b>I. Demobilization</b></p> <p>a. Site clean-up</p> <p>b. Hauling of debris materials from project site to appropriate disposal area.</p> <p>c. Removal and hauling of tools and equipment from project site.</p> <p><b>Work Duration: 90 Calendar Days</b></p>
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Interested suppliers are required to submit **original/certified true copy** of the following: valid and current Mayor’s Permit, DTI/SEC Registration (for partnerships/corporations, General Information Sheet & Articles of Incorporation shall also submit), PHILGEPS Registration Certificate, Omnibus Sworn Statement, Latest Income/Business Tax Return, PCAB License and duly signed price quotation form (Annex “A”). All must be properly sealed.

Submission of quotation and eligibility documents in hard copy is on or before **April 05, 2022, 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.



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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. 527-9757 or email us at [bacsecretariat@customs.gov.ph](mailto:bacsecretariat@customs.gov.ph).

Very truly yours,

**ISAGANI D. GALSIM**

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 Chief of Staff, OCOM**

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		
<b>A. Mobilization/Demobilization</b>	1.00	lot				
<b>B. Demolition Works</b> Dismantling and hauling of all dilapidated dry wall partitions, ceiling, flooring, electrical and plumbing system.	95.00	sq.m.				
<b>C. Carpentry Works</b>						
<b>Ceiling Works</b>						
Wall Angle	26.00	lgth				
Main Tee	35.00	lgth				
Cross Tee 4'	50.00	lgth				
Cross Tee 2'	50.00	lgth				
Steel Angle	18.00	lgth				
Drive Pin 1"	27.00	pcs				
Cartridge .27	27.00	pcs				
Suspension Rod 3/8	58.00	lgth				
Metal Furring	45.00	lgth				
Carrying Channel	45.00	lgth				
Threaded Rod 3/4	65.00	pcs				



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Expansion Bolt 3/4	65.00	pcs				
Blind Rivet	11.00	box				
Black Screw	16.00	box				
Fiber Cement Board 6mm	40.00	sht/s				
<b>Fabricated Built-in Cabinet, Shelves, Table/Counter Top and Design Walls</b>						
3/4" Plyboard	15.00	shts				
Laminate	15.00	shts				
Cabinet Accessories	1.00	lot				
Contact Cement	11.00	bags				
Black Screw	1,700.00	pcs				
Common Nail	1.00	lot				
Concrete Nail	1.00	lot				
Stickwell	8.00	gals				
Rugby	10.00	gals				
BOC Logo	1.00	lot				
Stainless Letter	1.00	lot				
Miscellaneous	1.00	lot				
<b>sub-total=</b>						
<b>D. Tiling and Flooring Works</b>						
Floor Tiles 30x30	90.00	pcs				
Wall Tiles 30x60	660.00	pcs				
Ceramic Tile Floor 60cmx60cm	270.00	pcs				
Adhesive	23.00	bag/s				
Grout	19.00	bag/s				
Portland Cement	23.00	bags				
<b>sub-total=</b>						
<b>E. Painting Works</b>						
Flat Latex	6.00	gals				
Semi-Gloss Latex	6.00	gals				
QDE	4.00	gals				
Flat Wall Enamel	4.00	gals				
Laquer Primer	2.00	gals				
Paint Thinner	2.00	gals				
Paint Roller	1.00	lot				
Pollituff	4.00	gals				
A/C Paint	1.00	lot				
Skim Coat	15.00	bag				

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Brush	10.00	pcs				
Rug	20.00	kgs				
Miscellaneous	1.00	lot				
			<b>sub-total=</b>			
<b>F. Doors and Windows</b>						
Panel Glass Transaction Window	1.00	set				
Temperred Glass Door	1.00	set				
PVC flush door	3.00	set				
Wood Panel door with wood jamb (80x185cm)	2.00	set				
			<b>sub-total=</b>			
<b>G. Plumbing Works</b>						
Water Closet w/fixtures	3.00	set				
Lavatory Counter Top	4.00	set				
PPR Pipe Tee 1/2"	2.00	pcs.				
PPR Gate valve 1/2"	2.00	pcs.				
PPR Pipe 1/2"	3.00	length				
PPR Adaptor 1/2"	6.00	pcs				
Lavatory Faucet	3.00	pcs.				
strainer	1.00	pcs.				
PPR Coupling 1/2"	5.00	pcs.				
PPR Couling 3/4"	5.00	pcs.				
PVC Sanitary pipes 2"	2.00	length				
PVC Elbow 90deg	2.00	pcs				
PVC Elbow 45deg	2.00	pcs				
PVC Solvent Cement	1.00	pcs.				
consumables	1.00	lot				
			<b>sub-total=</b>			
<b>H. Electrical Works</b>						
<b>Power, Lighting and Auxiliary System</b>						
15mm dia. PVC	30.00	length				
15mm dia. PVC Adaptor with Locknut	30.00	pcs				
15mm dia. Mica Tube	50.00	lm				
Junction Box	38.00	pcs				
Utility Box	21.00	pcs				
Square Box	5.00	pcs				
Pullbox	3.00	pcs				

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<b>Wires and Cables</b>						
3.5mm2 THHN Copper Wire	2.00	box				
Cat 5E UTP Cable	70	lm				
<b>Wiring Devices</b>						
Single Switch	6.00	set				
Two gang Switch	3.00	set				
Duplex Convenience Outlet	18.00	set				
<b>Lighting Fixtures</b>						
Strip Light	1.00	set				
LED round panel light	38.00	set				
<b>sub-total=</b>						

**Work Duration: 90 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

\_\_\_\_\_  
Telephone/Contact Number

Mayor's Permit No. \_\_\_\_\_

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

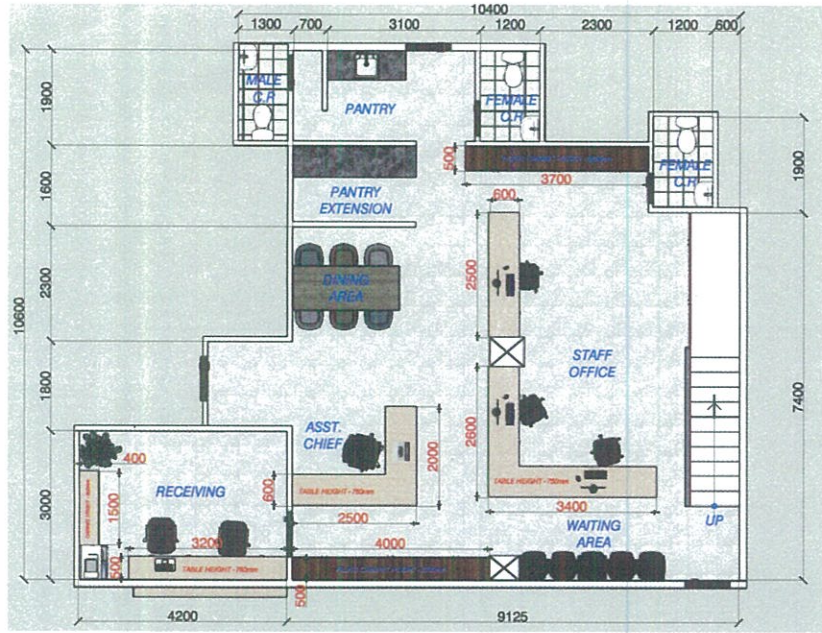
(Please submit the photocopies of the above documents upon submission of quotation)

<b>Direct Cost</b>	
Material Cost	
Labor Cost	
Mobilization	
<b>Total Direct Cost</b>	_____
<b>Indirect Cost</b>	
OCM (15% of DC)	
Contractors Profit (10% of DC)	
<b>Total Indirect Cost</b>	_____
<b>Tax (5% of DC + IC)</b>	
<b>TOTAL PROJECT COST</b>	_____

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**PROPOSED FLOOR PLAN**  
SCALE NTS



**STAFF OFFICE**



**RECEIVING AREA**



**STAFF OFFICE**



RA 9266 SEC. 33  
Ownership of Plans, Specifications and other Contract Documents... Drawings and specifications and other contract documents shall remain the property of the Bureau of Customs, whether or not they are made in duplicate or not. It shall be unlawful for any person to duplicate or to make copies of said documents for use in the repetition of work for other projects or buildings, whether completed partly or in whole, without the written consent of architect or author of said documents.

PREPARED BY:  
*[Signature]*  
**GENERT S. GUSAGO**  
TECHNICAL STAFF, GSD

CHECKED BY:  
*[Signature]*  
**ENGR. GARY E. AGUILAR**  
TECHNICAL STAFF, GSD

REVIEWED BY:  
*[Signature]*  
**ENGR. GEORGE G. FABIAN**  
ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:  
*[Signature]*  
**ATTY. MARIALYN FELIZ-B. BROTO**  
CHIEF OF STAFF, OCOM

APPROVED BY:  
*[Signature]*  
**REY LEONARDO B. GUERRERO**  
COMMISSIONER, BOC

PROJECT TITLE:  
**REPAIR AND RENOVATION OF THE OFFICE OF CHIEF OF STAFF, OCOM**

LOCATION:

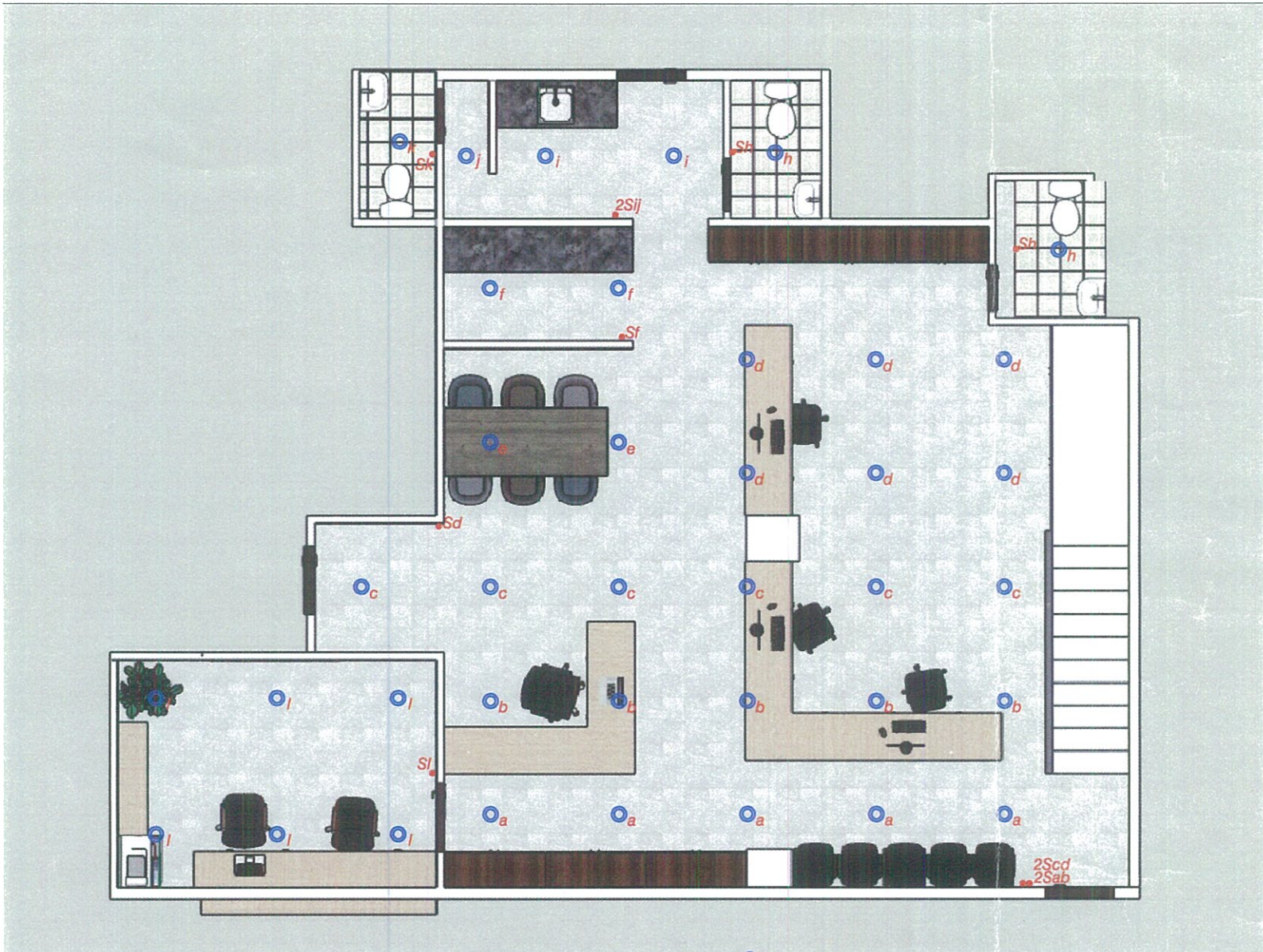
OWNER:  
**BUREAU OF CUSTOMS**

ADDRESS:


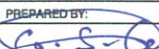
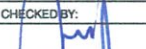


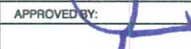
SHEET CONTENT:  
AS SHOWN

SHEET NO.:  
**A-00**

DATE:  
22 JUNE 2021




**LIGHTING LAYOUT**  
 SCALE NTS

	RA 9268 SEC. 33 <small>Consent of Plans, Specifications and other Contract Documents. Drawings and specifications and other contract documents fully signed, stamped or sealed, as instruments of service, are the intellectual property and documents of the applicant, whether the subject for which they are made be manufactured or not. It shall be unlawful for any person to duplicate or to make copies of said documents for use in the execution of any or other projects or buildings, whether mentioned partly or in whole, without the written consent of architect or author of said documents.</small>	PREPARED BY:  <b>GENBERT S. GUSAGO</b> TECHNICAL STAFF, GSD	CHECKED BY:  <b>ENGR. GARY E. AGUILAR</b> TECHNICAL STAFF, GSD	REVIEWED BY:  <b>ENGR. CECIL G. FABIAN</b> ADMINISTRATIVE OFFICER IV, GSD	RECOMMENDING APPROVAL:  <b>ATTY. MARCO J. PRITZ B. BROTO</b> CHIEF OF STAFF, OCOM	APPROVED BY:  <b>REY LEONARDO B. GUERRERO</b> COMMISSIONER, BOC	PROJECT TITLE: <b>REPAIR AND RENOVATION OF THE OFFICE OF CHIEF OF STAFF, OCOM</b>	OWNER: <b>BUREAU OF CUSTOMS</b>	SHEET CONTENT: AS SHOWN	SHEET NO: <b>A-01</b>
	LOCATION:								ADDRESS:	