



REQUEST FOR QUOTATION

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Repair and Renovation of Cashier's Division Office"** 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 Cashier's Division Office**
- Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**
- Approved Budget for the Contract: **Eight Hundred Eighty-One Thousand One Hundred Seventy-Six Pesos and Twenty-One Centavos (Php881,176.21) – inclusive of tax**
- Specifications:

QTY.	DESCRIPTION
1 LOT	<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 the site. c. Setting up of necessary water and power lines required for the Project. <p>B. Demolition Works</p> <ul style="list-style-type: none"> a. Dismantling and subsequent hauling of existing drywalls and all ceiling as indicated on the proposed plan. b. Dismantling and subsequent hauling of existing electrical wiring and auxiliary system affected by demolition works. <p>C. Carpentry Works</p> <ul style="list-style-type: none"> a. Supply and installation of fiber cement board complete with standard metal furring support on all ceiling dry wall partition as shown on the plans. b. Fabrication of all built-in furniture (filing cabinets, hanging cabinets and office tables) as shown on the perspective drawing and as indicated on the plans.



- c. Supply and installation of all doors as shown on the plans and BOQ.

D. Painting Works

- a. Painting of all interior and exterior walls, partitions, and ceiling as per plan.

E. Floor Works

- a. Supply and installation of all floor tiles as shown on the plan.
- b. Dismantling of existing floor tiles and its subsequent replacement.

F. Electrical Works

- a. Supply and installation of all replacement of busted lightings (9w led round panel light).
- b. Supply and installation of wiring devices (power outlets and switches) as needed.

G. Plumbing Works

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

H. Demobilization

- a. Site clean-up
- b. Hauling of debris materials from project site to appropriate disposal area.
Removal and hauling of tools and equipment from project site.

I. Steel Framing Works

- a. All materials and accessories shall be free from rust or any other form of corrosion.
- b. Steel I-Beam shall be done in accordance with the plans and drawings, all steel plates and I-beams shall be pre-painted to installation and re-painted on welded joints.

Work Duration: 90 Calendar Days



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PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

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.

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
Chief Administrative Officer
General Services Division

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8527-4537, 8527-1935 | www.customs.gov.ph | boc.cares@customs.gov.ph



Annex "A"

PRICE QUOTATION FORM

Date:

The Bids and Awards Committee
Bureau of Customs
Port Area, Manila

Project Name: **Repair and Renovation of Cashier's Division Office**

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				
C. Carpentry Works						
Ceiling:						
Fiber Cement Board 6mm	25.00	sht/s				
Metal Furring (3m length)	75.00	lgth				
Carrying Channel (3m length)	25.00	lgth				
Rod suspension hanger w/adjustment spring	65.00	pcs				
Blind Rivet	4.00	box				
Metal Screw	300.00	pcs				
Miscellaneous	1.00	lot				
Built in Cabinets & Tables:						
Laminated plyboard (18mm THK.) 4x8ft	15.00	shts				
Rugby	4.00	gal				
Cabinet Accessories	1.00	lot				
Black Screw	3,000.00	pcs				
Common Nail	1.00	lot				
Stickwell	10.00	gals				
3/4" Plyboard	20.00	shts				
Miscellaneous	1.00	lot				
Plywood / Drywall on metal frame:						

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4' x 8' – Plywood / Fiber Cement Board 6mm	45.00	sht/s				
3m Length – Metal Studs	80.00	pcs				
Blind Rivets	7.00	box				
Metal Screw	300.00	pcs				
10mm thk Clear Tempered Glass Window	4.00	sqm				
Miscellaneous	1.00	lot				
sub-total=						
D. Painting Works						
Flat Latex	5.00	gals				
Semi-Gloss Latex	5.00	gals				
Flat Wall Enamel	5.00	gals				
Laquer Primer	4.00	gals				
Paint Thinner	4.00	gals				
Paint Brush	1.00	lot				
Paint Roller	1.00	lot				
Consumables	1.00	lot				
sub-total=						
E. Doors						
Supply and Installation of Tempered Glass Door w/ accessories	2.00	sets				
Wooden flush solid door	1.00	sqm				
PVC Door w/ louver	1.00	sqm				
Swing Door Accessories and Consumables	1.00	lot				
sub-total=						
F. Floor Works						
30cm x 60cm Homogeneous Wall Tiles	80.00	pcs				
30cm x 30cm Homogeneous Floor Tiles	30.00	pcs				
60cm x 60cm Homogeneous Floor Tiles	200.00	pcs				
Tile adhesive	15.00	bags				
Grout	15.00	bags				
Portland Cement	15.00	bags				
3/4" Plyboard	7.00	shts				
Consumables	1.00	bags				
sub-total=						
G. Steel Works						
I-Beam 6 x 4 x 6m length	13.00	pcs				
Welding rod	6.00	box				
Miscellaneous	1.00	lot				
sub-total=						
H. Electrical Works						
Duplex Convenience Outlet	15.00	sets				

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Lighting Fixtures:						
9W LED Round Panel Light	30.00	pcs				
Wiring Devices:						
Single Gang Switch	6.00	pcs				
2-Gang Switch	3.00	pcs				
Roughing-ins:	1.00	lot				
sub-total=						
I. Plumbing Fixtures						
Water Closet	1.00	set				
Wall hanged lavatory	1.00	set				
Stainless sink	1.00	set				
Consumables	1.00	lot				
sub-total=						
J. Others						
Termite infestation	1.00	lot				
sub-total=						

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. _____

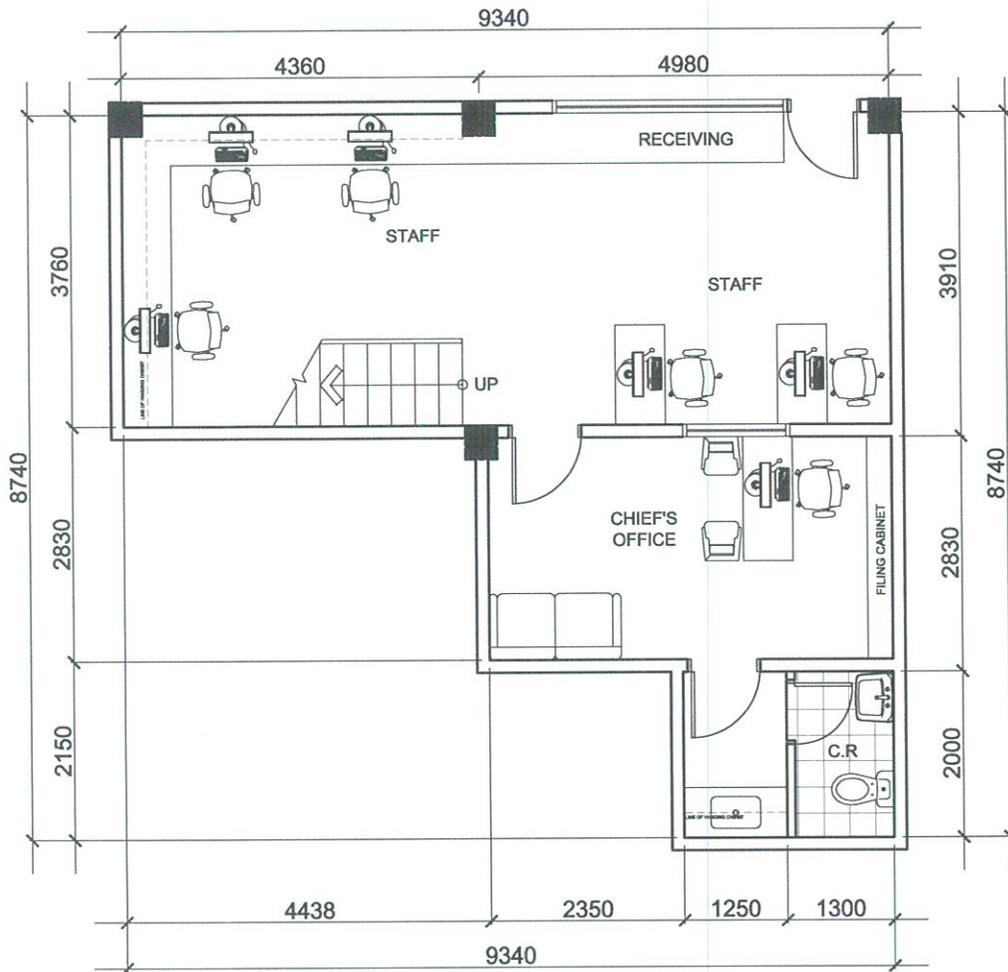
PhilGEPS Registration No. _____

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

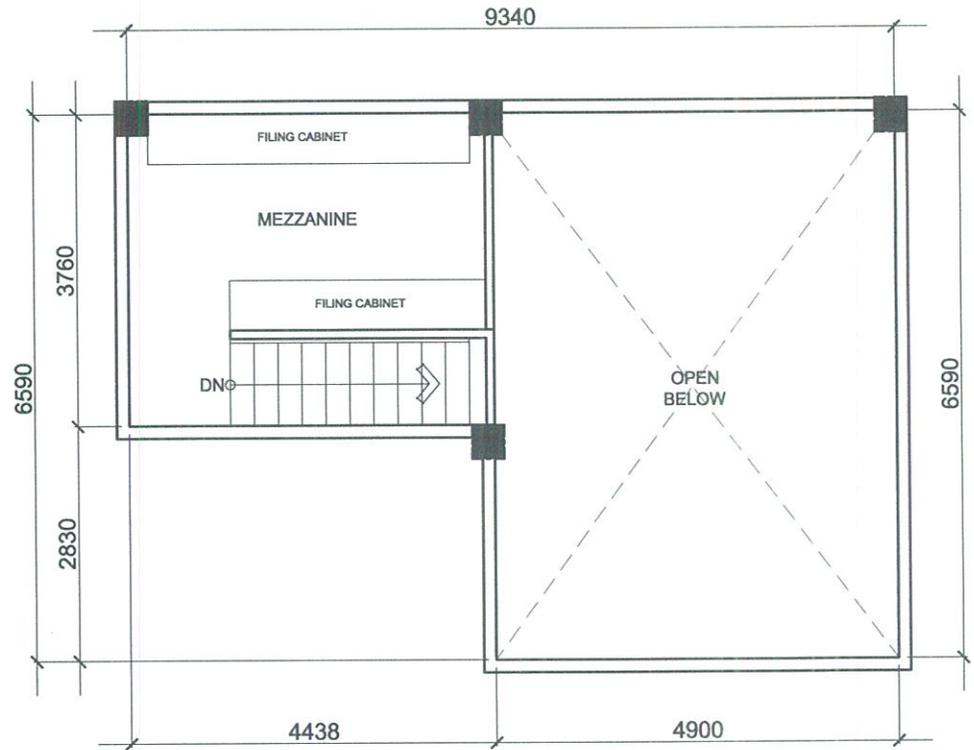
Direct Cost	
Material Cost	
Labor Cost	
Mobilization	
Total Direct Cost	_____
Indirect Cost	
OCM (15% of DC)	
Contractors Profit (10% of DC)	
Total Indirect Cost	_____
Tax (5% of DC + IC)	
TOTAL PROJECT COST	_____

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PROPOSED FLOOR PLAN
SCALE NTS



MEZZANINE PROPOSED PLAN
SCALE NTS



RA 9296 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 the object for which they are made is completed or not. It shall be unlawful for any person to duplicate or to make copies of said documents for use by the recipient or for other projects or buildings, whether executed partly or in whole, without the written consent of architect or author of said documents.

PREPARED BY:
GENBERT S. GUSAGO
TECHNICAL STAFF, GSD

CHECKED BY:
ENGR. GARY E. AGUILAR
ADMINISTRATIVE OFFICER II, GSD

REVIEWED BY:
ENGR. CECIL S. FABIAN
ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:
ISAGANI D. GALSIM
CHIEF, GENERAL SERVICES DIVISION

APPROVED BY:
REY LEONARDO B. GUERRERO
COMMISSIONER, BOC

PROJECT TITLE:
REPAIR AND RENOVATION OF CASHIER'S DIVISION OFFICE

LOCATION:

OWNER:
BUREAU OF CUSTOMS

ADDRESS:

SHEET CONTENT:
AS SHOWN

SHEET NO:
A-01

DATE:
24 JAN 2022



SECTION HEAD OFFICE



RA 9266 SEC. 33
 Ownership 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 architect, whether the subject for which they are made is executed or not. It shall be unlawful for any person to duplicate or to make copies of said documents for use in the execution of and for other projects or buildings, whether executed partly or in whole, without the written consent of architect or author of said documents.

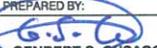
PREPARED BY: GENBERT S. GUSAGO TECHNICAL STAFF, GSD	CHECKED BY: ENGR. GARY E. AGUILAR ADMINISTRATIVE OFFICER II, GSD	REVIEWED BY: ENGR. CECIL G. FABIAN ADMINISTRATIVE OFFICER IV, GSD	RECOMMENDING APPROVAL: ISAGANI D. GALSIM CHIEF, GENERAL SERVICES DIVISION	APPROVED BY: REY LEONARDO B. GUERRERO COMMISSIONER, BOC	PROJECT TITLE: REPAIR AND RENOVATION OF CASHIER'S DIVISION OFFICE	OWNER: BUREAU OF CUSTOMS	SHEET CONTENT: AS SHOWN	SHEET NO: A-02
						LOCATION:	ADDRESS:	DATE: 24 JAN 2022



STAFF OFFICE



RA 9266 SEC. 33
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GENBERT S. GUSAGO
 TECHNICAL STAFF, GSD

CHECKED BY:

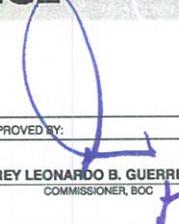
ENGR. GARY E. AGUILAR
 ADMINISTRATIVE OFFICER II, GSD

REVIEWED BY:

ENGR. CECIL B. FABIAN
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:

ISAGANI D. SALSIM
 CHIEF, GENERAL SERVICES DIVISION

APPROVED BY:

REY LEONARDO B. GUERRERO
 COMMISSIONER, BOC

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BUREAU OF CUSTOMS
 ADDRESS:

SHEET CONTENT:	SHEET NO:
AS SHOWN	A-03
	DATE:
	24 JAN 2022



STAFF OFFICE



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PREPARED BY:

[Signature]
GENBERT S. GUSAGO
 TECHNICAL STAFF, GSD

CHECKED BY:

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ENGR. GARY E. AGUILAR
 ADMINISTRATIVE OFFICER II, GSD

REVIEWED BY:

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ENGR. CECIL G. FABIAN
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:

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ISAGANI D. GALSIM
 CHIEF, GENERAL SERVICES DIVISION

APPROVED BY:

[Signature]
REY LEONARDO B. GUERRERO
 COMMISSIONER, BOC

PROJECT TITLE:

**REPAIR AND RENOVATION OF CASHIER'S
 DIVISION OFFICE**

LOCATION:

OWNER:

BUREAU OF CUSTOMS

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SHEET CONTENT:

AS SHOWN

SHEET NO:

A-04

DATE:

24 JAN 2022



MEZZANINE STORAGE ROOM



RA 9206 SEC. 33
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PREPARED BY:

GENBERT S. GUSAGO
 TECHNICAL STAFF, GSD

CHECKED BY:

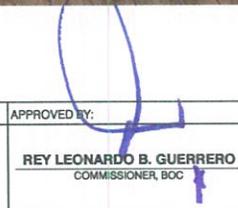
ENGR. GARY E. AGUILAR
 ADMINISTRATIVE OFFICER II, GSD

REVIEWED BY:

ENGR. CECILIO S. FABIAN
 ADMINISTRATIVE OFFICER IV, GSD

RECOMMENDING APPROVAL:

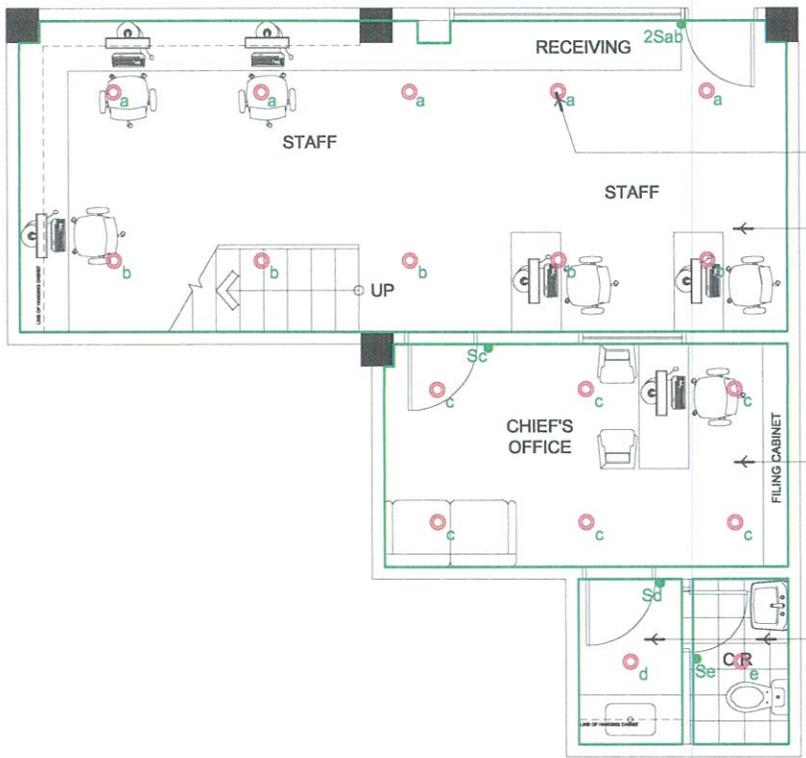
ISAGANI D. GALSIM
 CHIEF, GENERAL SERVICES DIVISION

APPROVED BY:

REY LEONARDO B. GUERRERO
 COMMISSIONER, BOC

PROJECT TITLE:
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OWNER:
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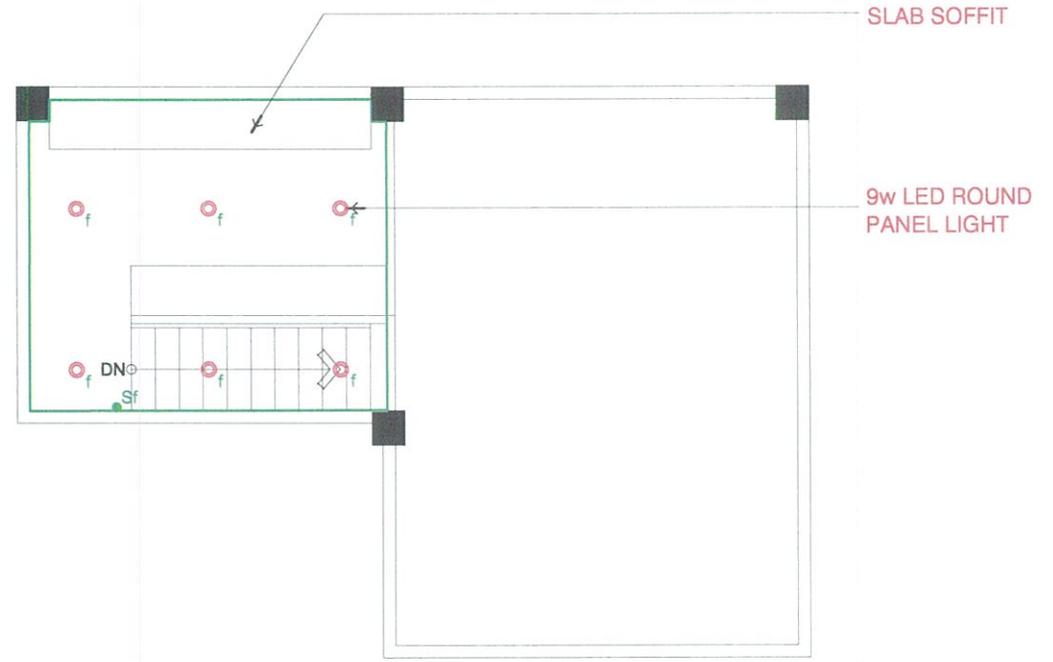


9w LED ROUND PANEL LIGHT

FIBER CEMENT BOARD 6mm

FIBER CEMENT BOARD 6mm

FIBER CEMENT BOARD 6mm



SLAB SOFFIT

9w LED ROUND PANEL LIGHT

LIGHTING LAYOUT
SCALE NTS

LIGHTING LAYOUT (MEZZANINE)
SCALE NTS



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TECHNICAL STAFF, GSD

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CHIEF, GENERAL SERVICES DIVISION

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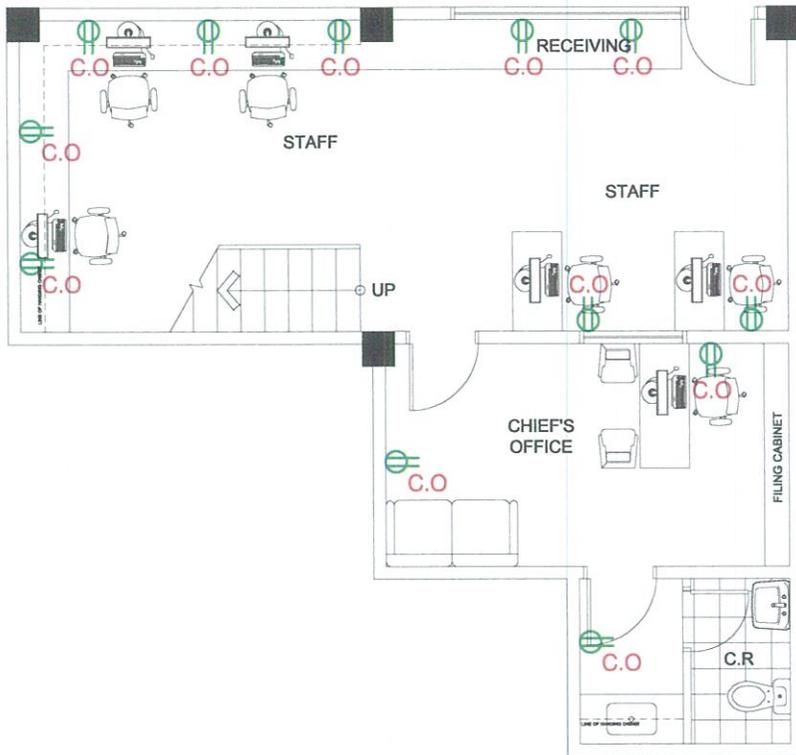
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BUREAU OF CUSTOMS

ADDRESS:

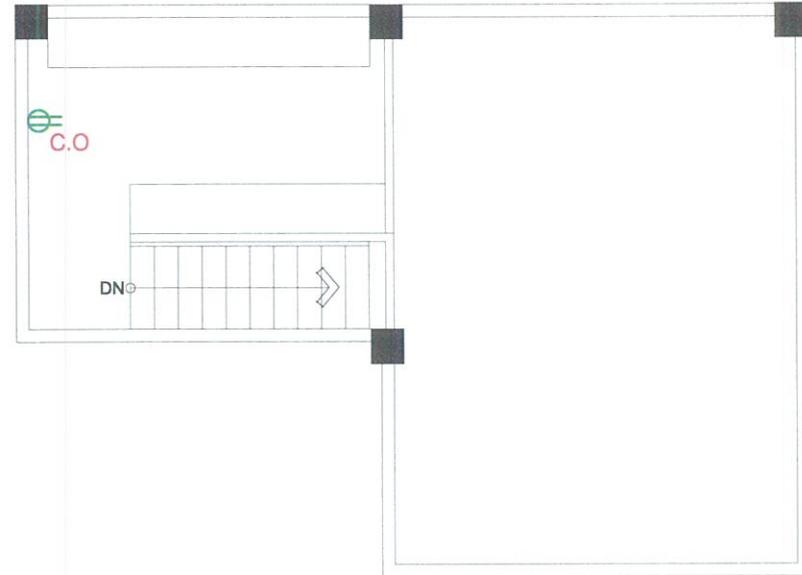
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SHEET NO:
E-01

DATE:
24 JAN 2022



POWER LAYOUT
SCALE NTS



POWER LAYOUT (MEZZANINE)
SCALE NTS



RA 9266 SEC. 33
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PREPARED BY:
G.S.G.
GENBERT S. GUSAGO
TECHNICAL STAFF, GSD

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ENGR. GARY E. AGUILAR
ADMINISTRATIVE OFFICER II, GSD

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ENGR. CECIL G. FABIAN
ADMINISTRATIVE OFFICER IV, GSD

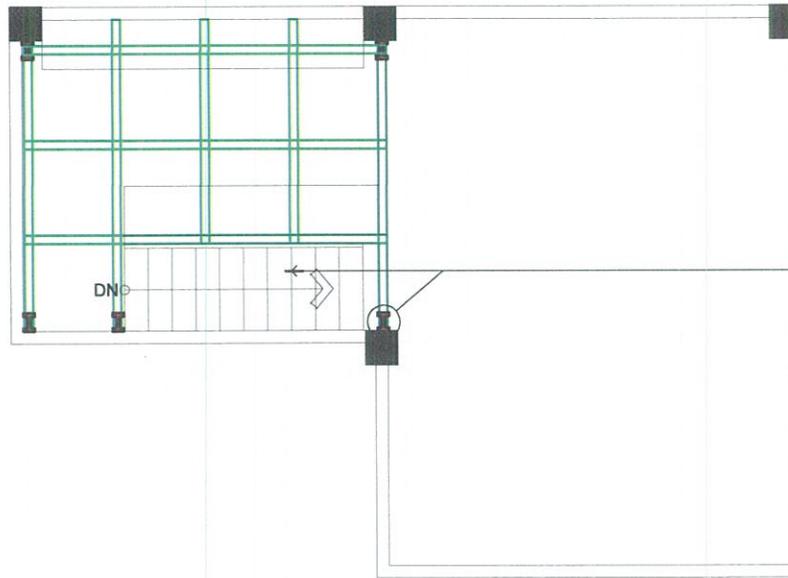
RECOMMENDING APPROVAL:
[Signature]
ISAGANI D. GALSIM
CHIEF, GENERAL SERVICES DIVISION

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

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DATE:
24 JAN 2022



STEEL I-BEAM
(Verify specs on BOQ)

STEEL FRAMING LAYOUT
SCALE _____ NTS



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