



**REQUEST FOR QUOTATION**

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **"Repair and Renovation of External Affairs 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 External Affairs Office**  
 Location: **General Services Division, OCOM Building, Gate 3, South Harbor, Port Area, Manila**  
 Approved Budget for the Contract: **Seven Ninety-Four Thousand Eight Hundred Pesos and Eighty-Five Centavos (PHP794,800.85) inclusive of tax**  
 Specifications:

| QTY.                | DESCRIPTION   |
|---------------------|---|
| <p><b>1 LOT</b></p> | <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> </ul> <p><b>C. Carpentry Works</b></p> <ul style="list-style-type: none"> <li>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.</li> </ul> |



- b. Fabrication of all built-in cabinets, wall mounted desks and meeting room table as shown 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 (12w 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 and BOQ.
- b. Supply and installation of standard sanitary and water piping distribution system including its necessary fitting and accessories unless otherwise shown on the plans and BOQ.

#### **H. Demobilization**

- a. Site clean-up



|  |  |
|--|--|
|  | <p>b. Hauling of debris materials from project site to appropriate disposal area.<br/>         Removal and hauling of tools and equipment from project site.</p> <p><b>I. Steel Framing Works</b></p> <p>a. All materials and accessories shall be free from rust or any other form of corrosion.</p> <p>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.</p> <p><b>Work Duration: 90 Calendar Days</b></p> |
|--|--|

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, 2021 Income/Business Tax Return, PCAB License, 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 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 **May 31, 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.



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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



Annex "A"

**PRICE QUOTATION FORM**

Date:

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

Project Name: **Repair and Renovation of External Affairs**

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>            | 1.00   | lot |               |       |            |       |
| <b>Subtotal:</b>                      |        |     |               |       |            |       |

|   |          |       |  |  |  |  |
|---|----------|-------|--|--|--|--|
| <b>C. Carpentry Works</b>                   |          |       |  |  |  |  |
| <b>Ceiling:</b>                             |          |       |  |  |  |  |
| • Fiber Cement Board 6mm                    | 48.00    | sht/s |  |  |  |  |
| • Metal Furring ( 3m length )               | 145.00   | lgth  |  |  |  |  |
| • Carrying Channel ( 3m length )            | 48.00    | lgth  |  |  |  |  |
| • Rod suspension hanger w/adjustment spring | 130.00   | pcs   |  |  |  |  |
| • Blind Rivet                               | 1,710.00 | pcs   |  |  |  |  |
| • Metal Screw                               | 520.00   | pcs   |  |  |  |  |



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| <ul style="list-style-type: none"> <li>• Wall Angle – 3m Length</li> <li>• Miscellaneous</li> </ul>   | 30.00    | lgth  |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
| <b>Built in Cabinets &amp; Meeting Room Table</b>   |          |       |  |  |  |  |
| <ul style="list-style-type: none"> <li>• Plyboard ( 18mm THK.)<br/>4x8ft</li> <li>• Rugby</li> <li>• Cabinet Accessories</li> <li>• Black Screw</li> <li>• Common Nail</li> <li>• Stickwell</li> <li>• Meeting Room Table</li> <li>• Miscellaneous</li> </ul>     | 10.00    | shts  |  |  |  |  |
|   | 2.00     | gal   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
|   | 1,000.00 | pcs   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
|   | 2.00     | gals  |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
| <b>Plywood/Drywall on metal frame:</b>  |          |       |  |  |  |  |
| <ul style="list-style-type: none"> <li>• 4' x 8' – Plywood / Fiber<br/>Cement Board 6mm</li> <li>• 3m Length – Metal Studs</li> <li>• Blind Rivets</li> <li>• Metal Screw</li> <li>• Soundproof insulation<br/>(meeting room)</li> <li>• Miscellaneous</li> </ul> | 40.00    | sht/s |  |  |  |  |
|   | 60.00    | pcs   |  |  |  |  |
|   | 650.00   | pcs   |  |  |  |  |
|   | 200.00   | pcs   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
| <b>Subtotal:</b>  |          |       |  |  |  |  |
| <b>D. Painting Works</b>  |          |       |  |  |  |  |
| <ul style="list-style-type: none"> <li>• Flat Latex</li> <li>• Semi-Gloss Latex</li> <li>• Flat Wall Enamel</li> <li>• Laquer Primer</li> <li>• Paint Thinner</li> <li>• Paint Brush</li> <li>• Paint Roller</li> <li>• Consumables</li> </ul>                    | 5.00     | gals  |  |  |  |  |
|   | 5.00     | gals  |  |  |  |  |
|   | 5.00     | gals  |  |  |  |  |
|   | 5.00     | gals  |  |  |  |  |
|   | 2.00     | gals  |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |
|   | 1.00     | lot   |  |  |  |  |

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| <b>Subtotal:</b>   |        |      |  |  |  |  |
| <b>E. Doors</b>  |        |      |  |  |  |  |
| • Supply and Installation of Tempered Glass Door w/ accessories                  | 4.00   | Sets |  |  |  |  |
| • Wooden flush door  | 2.00   | sets |  |  |  |  |
| • PVC Door w/ louver   | 1.00   | sets |  |  |  |  |
| • Swing Door Accessories and Consumables   | 1.00   | lot  |  |  |  |  |
| <b>Subtotal:</b>   |        |      |  |  |  |  |
| <b>F. Floor Works</b>  |        |      |  |  |  |  |
| • 30cm x 60cm Homogeneous Wall Tiles   | 50.00  | Pcs  |  |  |  |  |
| • 30cm x 30cm Homogeneous Floor Tiles  | 25.00  | Pcs  |  |  |  |  |
| • 60cm x 60cm Homogeneous Floor Tiles  | 165.00 | Pcs  |  |  |  |  |
| • Tile adhesive  | 4.00   | bags |  |  |  |  |
| • Grout  | 4.00   | bags |  |  |  |  |
| • Portland Cement  | 7.00   | bags |  |  |  |  |
| • 3/4" Plyboard (Mezzanine Floor)  | 12.00  | shts |  |  |  |  |
| • Wooden vinyl floor tiles w/ self-adhesive (2mm thk. 91x15cm) (Mezzanine Floor) | 550.00 | pcs  |  |  |  |  |
| • Consumables  | 1.00   | bags |  |  |  |  |
| <b>Subtotal:</b>   |        |      |  |  |  |  |
| <b>G. Steel Works</b>  |        |      |  |  |  |  |
| <b>Mezzanine Steel Framing:</b>  |        |      |  |  |  |  |
| • I-Beam 6 x 4 x 6m length   | 6.00   | pcs  |  |  |  |  |
| • Welding rod  | 2.00   | box  |  |  |  |  |
| • Steel plates   | 1.00   | lot  |  |  |  |  |
| • Miscellaneous  | 1.00   | lot  |  |  |  |  |
| <b>Steel Staircase:</b>  |        |      |  |  |  |  |
| • I-Beam 6 x 4 x 6m length   | 3.00   | pcs  |  |  |  |  |

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|---|--|--|--|--|--|--|
| <ul style="list-style-type: none"> <li>Welding rod</li> <li>50mm x 25mm x 1.5mm thick (6m length) Steel Tubular (Steel Handrail)</li> <li>100cm x 30mm x 5cm thick (Solid wood stair thread)</li> <li>50mm x 50mm x 5mm thick Angle Bar (6m length)</li> <li>Miscellaneous</li> </ul> | 2.00<br>8.00<br>1.00<br>8.00<br>1.00         | box<br>pcs<br>lot<br>pcs<br>lot        |  |  |  |  |
| <b>Subtotal:</b>  |  |  |  |  |  |  |
| <b>H. Electrical Works</b>  |  |  |  |  |  |  |
| <ul style="list-style-type: none"> <li>Duplex Convenience Outlet</li> <li>Polarized 3-Prongs (ACU Outlet)</li> </ul>  | 15.00<br>10.00                               | sets<br>sets                           |  |  |  |  |
| <b>Lighting Fixtures:</b>   |  |  |  |  |  |  |
| <ul style="list-style-type: none"> <li>12W LED Round Panel Light</li> </ul>   | 50.00  | pcs                                    |  |  |  |  |
| <b>Wiring Devices:</b>  |  |  |  |  |  |  |
| <ul style="list-style-type: none"> <li>Single Gang Switch</li> <li>2-Gang Switch</li> <li>3-Gang Switch</li> <li>3.5 mm THHN wire/wire cables</li> <li>Roughing-ins:</li> </ul>   | 3.00<br>6.00<br>2.00<br>1.00<br>1.00         | pcs<br>pcs<br>pcs<br>lot<br>lot        |  |  |  |  |
| <b>Subtotal:</b>  |  |  |  |  |  |  |
| <b>I. Plumbing Fixtures</b>   |  |  |  |  |  |  |
| <ul style="list-style-type: none"> <li>Water Closet</li> <li>Wall-Hung lavatory</li> <li>Stainless faucet</li> <li>Pipes and fittings</li> <li>Stainless sink</li> <li>Consumables</li> </ul>   | 1.00<br>1.00<br>1.00<br>1.00<br>1.00<br>1.00 | set<br>set<br>set<br>lot<br>set<br>lot |  |  |  |  |

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|                  |  |  |  |  |
|------------------|--|--|--|--|
| <b>Subtotal:</b> |  |  |  |  |
| <b>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

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) |       |
| Total Indirect Cost            |       |
| <b>Tax (5% of DC + IC)</b>     | _____ |
| <b>TOTAL PROJECT COST</b>      |       |