



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**

*A modernized and credible customs administration that upholds good governance and is among the world's best*

**REQUEST FOR QUOTATION**

The Bureau of Customs (BOC), through its Administration Office (AO), will undertake a Small Value Procurement for **“Supply, Delivery, Installation and Commissioning of Air-Conditioning Units for Temporary Office Space of HRMD”** 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: **Supply, Delivery, Installation and Commissioning of Air-Conditioning Units for Temporary Office Space of HRMD**

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

Approved Budget for the Contract: **One Hundred Ninety-Nine Thousand Five Hundred Thirty-Three Pesos and 33/100 (Php199,533.33) - inclusive of tax**

Specifications :

**LOT1**

UNIT	ITEM DESCRIPTION	QUANTITY
Unit	<b>2.0hp Wall Mounted Inverter Air-Conditioning Unit</b> <ul style="list-style-type: none"> <li>Power Supply: Single/ 220V-240V</li> <li>Hertz: 60Hz</li> <li>Refrigerant: R32/ 0.65 kg</li> <li>Department of Energy (DOE) Star Rating: at least 4.5 stars</li> <li>Outdoor Breaker Enclosure: NEMA 3R</li> </ul>	2
Unit	<b>2.5hp Wall Mounted Inverter Air-Conditioning Unit</b> <ul style="list-style-type: none"> <li>Power Supply: Single/ 220V-240V</li> <li>Hertz: 60Hz</li> <li>Refrigerant: R32/ 0.65 kg</li> <li>Department of Energy (DOE) Star Rating: at least 4.5 stars</li> <li>Outdoor Breaker Enclosure: NEMA 3R</li> </ul>	2
	<b>Additional Condition:</b> <ol style="list-style-type: none"> <li>Warranty: <ul style="list-style-type: none"> <li>1 year warranty for parts and labor</li> <li>5 years warranty for compressor</li> <li>Pre-cleaning and check-up semi-annually for 1 year within the warranty period.</li> </ul> </li> <li>Conduct Site Inspection prior to the submission of bid</li> <li>For Installation: joint coordination with GSD and Building Administration</li> </ol> <p>Location: Sitio Grande bldg. 409 A. Soriano Ave. Brgy 656, Zone 69 Intramuros Manila</p>	

**Delivery Term/Duration: 15 calendar days**  
Subject to Retention Money 1-5% Contract Amount



Gate 3, South Harbor, Port Area, Manila 1018  
+63 (02) 8705-6000, +63 (02) 8527-1968 | [www.customs.gov.ph](http://www.customs.gov.ph) | [bec.cares@customs.gov.ph](mailto:bec.cares@customs.gov.ph)

Interested suppliers are required to submit **original/certified true copy** of the following: 1) valid and current Mayor's/Business Permit, (In case of expired MP/BP, submit copy of recently expired permit and official receipt as proof of renewal), 2) PHILGEPS Registration Number/ Certificate, 3) Original duly signed Omnibus Sworn Statement (OSS) and 4) Duly signed price quotation form (Annex "A"). In case of goods kindly indicate the brand being offered in your price quotation form (Annex "A")

**All must be properly signed and sealed. Must be submitted in hard copy.** Submission of quotation and eligibility documents is on or before **April 25, 2025, 10:00 a.m., at General Services Division (GSD), Ground Floor, OCOM Building, Port Area, Manila.**

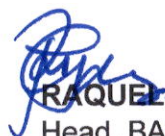
Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or 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 [boc-svp@customs.gov.ph](mailto:boc-svp@customs.gov.ph).

Very truly yours,



**RAQUEL G. DE JESUS**

Head, BAC Secretariat/

Acting Chief, General Services Division



Annex "A"

## PRICE QUOTATION FORM

Date:

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

Project Title: **Supply, Delivery, Installation and Commissioning of Air-Conditioning Units  
for Temporary Office Space of HRMD**

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:

UNIT	ITEM DESCRIPTION	QTY	BRAND	UNIT COST	TOTAL COST	STATEMENT OF COMPLIANCE
Unit	<b>2.0hp Wall Mounted Inverter Air-Conditioning Unit</b> <ul style="list-style-type: none"><li>• Power Supply: Single/ 220V-240V</li><li>• Hertz: 60Hz</li><li>• Refrigerant: R32/ 0.65 kg</li><li>• Department of Energy (DOE) Star Rating: at least 4.5 stars</li><li>• Outdoor Breaker Enclosure: NEMA 3R</li></ul>	2				
Unit	<b>2.5hp Wall Mounted Inverter Air-Conditioning Unit</b> <ul style="list-style-type: none"><li>• Power Supply: Single/ 220V-240V</li><li>• Hertz: 60Hz</li><li>• Refrigerant: R32/ 0.65 kg</li><li>• Department of Energy (DOE) Star Rating: at least 4.5 stars</li><li>• Outdoor Breaker Enclosure: NEMA 3R</li></ul>	2				
	<b>Additional Condition:</b> 1. Warranty: <ul style="list-style-type: none"><li>• 1 year warranty for parts and labor</li><li>• 5 years warranty for compressor</li><li>• Pre-cleaning and check-up semi-annually for 1 year within the warranty period.</li></ul>					



Gate 3, South Harbor, Port Area, Manila 1018

+63 (02) 8705-6000, +63 (02) 8527-1968 | [www.customs.gov.ph](http://www.customs.gov.ph) | [boc.cares@customs.gov.ph](mailto:boc.cares@customs.gov.ph)

	2. Conduct Site Inspection prior to the submission of bid 3. For Installation: joint coordination with GSD and Building Administration Location: Sitio Grande bldg. 409 A. Soriano Ave. Brgy 656, Zone 69 Intramuros Manila					
<b>TOTAL AMOUNT</b>						

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

\_\_\_\_\_  
Contact No.

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

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

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



Gate 3, South Harbor, Port Area, Manila 1018

+63 (02) 8705-6000, +63 (02) 8527-1968 | [www.customs.gov.ph](http://www.customs.gov.ph) | [boc.cares@customs.gov.ph](mailto:boc.cares@customs.gov.ph)