



Republic of the Philippines
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City
NCR NORTH DIVISION



8th floor SSS Bldg. East Ave. Diliman QC
Tel. No. 922-3453 Fax No. 435-9827

July 10, 2020

CANVASS

REQ 2020 - 031

Gentlemen :

Please furnish us with your quotation on or before **July 13, 2020** for the supply, delivery and installation of sunscreen rollershade for SSS Kalookan Branch Office.

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
I	SUNSCREEN ROLLER SHADE				
1	G/F Glass Partition Front, 3.25m W x 2.33 m H (81.51 sq ft)	1.00	pc		
2	G/F Glass Partition Front, 1.14m+1.68m+3.24m+0.47m+0.68m+3.27m W x 2.2m H (252.44 sq ft)	1.00	pc		
3	G/F Glass Partition Medical Section, 3.1m W x 2.1m H (70.07 sq ft)	1.00	pc		
4	G/F Glass Partition Medical Section, 5.1m W x 2.2m H (120.77 sq ft)	1.00	pc		
5	2/F Glass Window Front, 3.4m+3.25m W x 1.4m H (100.22 sq ft)	2.00	pcs		
6	2/F Glass Window Front, 1.68m+1.17m W x 1.6m H (49.08 sq ft)	1.00	pc		
7	2/F Glass Window Front, 0.85m W x 1.4m H (12.81 sq ft)	3.00	pcs		
8	2/F Glass Window Rear, 1.45m W x 1.45m H (22.63 sq ft)	5.00	pcs		
9	2/F Glass Window Right Side, 1.37m+3.90m+3.14m+1.50m W x 1.4m H (149.34 sq ft)	1.00	pc		
10	2/F Glass Partition Conference Rm, 3.98m W x 2.10m H (89.96 sqm ft)	1.00	pc		
11	3/F Glass Window Front, 3.3m W x 1.6m H (56.83 sq ft)	4.00	pcs		
12	3/F Glass Window Front, 3.5m W x 1.6m H (60.28 sq ft)	1.00	pc		
13	3/F Glass Window Front, 1.70+1.20m W x 2.40m H (79.92 sq ft)	1.00	pc		
14	3/F Glass Window Rear, 1.45m W x 1.45m H (22.63 sq ft)	3.00	pcs		
15	3/F Glass Window Rear, 1.57m W x 1.47m H (24.84 sq ft)	3.00	pcs		
16	3/F Glass Window Right Side, 1.42m+1.62m+2.24m+5.10m+1.21m W x 1.6m H (199.61 sq ft)	1.00	pc		
TOTAL PROJECT COST					

End User: SSS Kalookan Branch

Total Approved Budget for the Contract: Php530,068.46

Please see attached of the following:

- BILL OF QUANTITIES
- SCOPE OF WORKS AND MATERIAL SPECIFICATIONS
- MATERIAL SPECIFICATIONS & PROJECT DURATION
- GROUND FLOOR PLAN (A-01)
- SECOND FLOOR (A-02)
- THIRD FLOOR (A-03)

Please accomplished the attached BILL OF QUANTITIES

1. The winning supplier is required to post a performance bond within three (3) calendar days from receipt of Notice of Award equivalent to 5% Cash, Cashier's/Manager's Check, Bank Guarantee/Draft or 30% Surety Bond callable upon demand, of the contract price.
2. The SSS shall withhold the VAT from the amounts payable to the supplier in accordance with the BIR Regulations.

Price Validity: Three (3) months

This is to certify that my firm/company has paid/updated in all SSS Obligations / contribution payments to the Social Security System.

Signature : _____
 Name of Owner/Company Rep : _____
 Business Name : _____




Republic of the Philippines
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City
NCR NORTH DIVISION



TERMS AND CONDITIONS

1. Prospect suppliers are highly advised to conduct site inspection. This is to determine all necessary considerations and include the same in their proposal of any incidentals, materials and activities that are necessary to be furnished and executed to complete the project.
2. Price quotation should be made with extra care taking into account the specifications and unit of quantity to avoid errors.
3. All bids in excess of the Approved Budget Contract shall be automatically rejected.
4. Supplier must present demo units of their offered units on the scheduled inspection, if required.
5. The offeror binds himself to this quotation.
6. Completion period: Thirty (30) calendar days upon receipt of Purchase Order.
7. Quotations not using the prescribed/official canvass form/ and/ or unsealed shall automatically be disqualified.
8. Indicate the correct SSS Number of supplier/contractor in the quotation form.
9. Please make certain to affix the signature of the owner, manager or any of its duly authorized representatives in a clear legible manner.
10. Prospect supplier shall offer one (1) sealed quotation only. Alternative bids shall be rejected.
11. Prospect supplier shall be required to submit a Notarized Omnibus Sworn Statement upon notice by the BAC Division Secretariat.
12. Please send your SEALED QUOTATION/CANVASS to the above address with the following Eligibility Requirements, failure to attach the following legal documents shall be a ground for automatic disqualification of submitted quotation:
 - a) Valid Registration Certificate from SEC, DTI for sole proprietorship, or CDA for cooperatives, or any proof of such registration.
 - b) Valid Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located.
 - c) Valid Certificate of PhilGEPS Registration/Number
 - d) Latest Form SSS R5 Contributions Payment
 - e) BIR Certificate of Registration (Form 2303)

Very truly yours,



EVELYN L. DUPLON
 Chairperson, BAC Division

PLEASE SIGN YOUR :

NAME : _____

BUSNAME : _____

ADD : _____

SS EMPLOYER ID NO : _____

TIN NO. : _____

TEL/FAX NO. : _____