



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



8<sup>th</sup> floor SSS Bldg. East Ave. Diliman QC

Tel. No. 922-3453 Fax No. 435-9827

March 23, 2023

REQ 2023 - 002

Gentlemen:

Please furnish us with your quotation on or before **March 27, 2023** for the request of supply and delivery of snacks/meals for the conduct of twenty-one (21) Run After Contribution Evaders (RACE) Operations of various branches under the NCR North Division.

ITEM NO.	DESCRIPTION/PARTICULARS	LOT NO.	QUANTITY	UNIT COST	TOTAL COST
I	<b>AM Snack (Php150.00)</b> ABC: Php53,550.00 Set Menu: - - - - - -	1 lot	17 pax/set		
	<b>Lunch (Php300.00)</b> ABC: Php107,100.00 Set Menu: - - - - - -				
	<b>PM Snack (Php150.00)</b> ABC: Php53,550.00 Set Menu: - - - - - -				
	<b>Please see attached specifications (Statement of Compliance)</b>				
				<b>TOTAL</b>	



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



**End User: SSS Batasan Hills, Congressional, Cubao, Deparo, Diliman, Eastwood, Fairview, Kalookan, Malabon, Navotas, Novaliches, Paso De Blas, San Francisco Del Monte & Valenzuela Branches.**

**Total Approved Budget for the Contract: Php214,200.00**

1. The SSS shall withhold the VAT from the amounts payable to the supplier in accordance with the BIR Regulations.
2. The winning supplier is required to post a performance within three (3) calendar days (CDs) 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. (if applicable)

**Price Validity:** Three (3) months

**Delivery Terms:** On the day of event/s. Please see attached Tentative 2023 RACE Schedule (Annex A).

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 REPRESENTATIVE

BUSINESS NAME : \_\_\_\_\_

BUSINESS ADDRESS : \_\_\_\_\_

SS EMPLOYER ID NO : \_\_\_\_\_

TIN NO. : \_\_\_\_\_

TEL/FAX NO. : \_\_\_\_\_

EMAIL ADDRESS : \_\_\_\_\_



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



TERMS AND CONDITIONS

- 1. Price quotation should be made with extra care taking into account the specifications and unit of quantity to avoid errors.
2. All bids in excess of the Approved Budget Contract shall be automatically rejected.
3. Supplier must present demo units of their offered units on the scheduled inspection, if required.
4. The offeror binds himself to this quotation.
5. Completion period: Seven (7) calendar days upon receipt of Purchase Order.
6. Quotations not using the prescribed/official canvass form/ and/ or unsealed shall automatically be disqualified.
7. Indicate the correct SSS Number of supplier/contractor in the quotation form.
8. Please make certain to affix the signature of the owner, manager, or any of its duly authorized representatives in a clear legible manner. Incompletely filled-out canvass form is a ground for disqualification of submitted quotation.
9. Prospect supplier shall offer one (1) quotation only. Alternative bids shall be rejected.
10. All payments to suppliers/creditors/payees shall be electronically and directly credited to the suppliers/creditors/payee's bank accounts. Accounts Information will be requested once the supplier qualifies from the initial evaluation.
11. Submission of Official Receipt to Cash Management Department seven (7) days from receipt of payment
12. Should the suppliers/creditors/payees prefer other banks, any charges or fees that will be imposed by the bank shall be charged to the suppliers/creditors/payee's account.
13. Please send your SEALED QUOTATION/CANVASS to the above address or 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) Latest Form SSS R5 Contributions Payment
d) BIR Certificate of Registration (Form 2303)
e) Notarized Omnibus Sworn Statement
f) PhilGEPS (Certificate of Registration)

Very truly yours,

LYDIA C. CERENO
Chairperson, BAC Division

PLEASE SIGN YOUR:

SIGNATURE : \_\_\_\_\_
NAME : \_\_\_\_\_
BUSINESS NAME : \_\_\_\_\_
BUSINESS ADDRESS : \_\_\_\_\_
SS EMPLOYER ID NO : \_\_\_\_\_
TIN NO. : \_\_\_\_\_
TEL/FAX NO. : \_\_\_\_\_
EMAIL ADDRESS : \_\_\_\_\_

BRANCH	2023 TENTATIVE RACE SCHEDULE	
	*dates are subject to change	
San Francisco Del Monte	-	July 7, 2023
Kalookan	-	July 14, 2023
Valenzuela	-	July 21, 2023
Fairview	March 29, 2023	July 28, 2023
Cubao	March 31, 2023	August 4, 2023
Deparo	April 14, 2023	August 11, 2023
Congressional	April 25, 2023	August 17, 2023 <i>From 21 (Holiday)</i>
Navotas	April 28, 2023	August 25, 2023
Malabon	May 5, 2023	August 31, 2023
Diliman	May 12, 2023	September 13, 2023
Eastwood	May 19, 2023	September 20, 2023
Paso de Blas	May 26, 2023	September 27, 2023
Novaliches	June 2, 2023	October 6, 2023
Batasan Hills	June 16, 2023	October 13, 2023