



Republic of the Philippines
SOCIAL SECURITY SYSTEM
 Office of the Vice President
 Luzon North 1 Division
BIDS AND AWARD COMMITTEE

CANVASS FORM NO:

BACD LN1D-A-007

January 16, 2020
 Date

OPEN CANVASS

Sir / Madam:

Please furnish us with your quotation on or before January 20, 2020 at 9AM for the following items. Submit the fully accomplished RFQ with the complete attachment indicated below (Notes 2 & 4) to Administrative Section of SSS Vigan Branch, Chan Bldg., Bonifacio cor., Sikatuna Sts., Vigan City or to the BACD Secretariat at 2/F SSS Baguio Bldg., Harrison Road, Baguio City

No.	Quantity	PARTICULARS	Unit Cost	Total Cost
1	1 lot	Messengerial services of SSS Vigan Branch for calendar year 2020 Note: payment will be based on the actual monthly consumption based on prevailing market price. We also recommend that the delivery is one day or next day delivery and pick-up of documents at the branch is daily Price must be inclusive of EWT & VAT Approved Budget for the Contract: Php 70,017.00	Php _____	Php _____

Delivery Terms: seven 7 calendar days from receipt of approved Letter Order/Job Order/Purchase Order

Payment Terms: Supplier shall be paid in accordance to Government Terms. Shall be paid thru check.

Price validity: Three (3) Months

Very truly yours,

JAN NEILSON E. TUGAS
 BACD Secretariat

Canvassed by:

(Signature over Printed Name)

Position: _____ Date: _____

NOTE/S:

- The winning bidder for procurements/projects with Approved Budget for the Contract (ABC) of 100,000.00 and above is required to post a Performance Bond from receipt of Notice of Award equivalent to 5% (for Goods & Consulting Services) and 10% (for infrastructure Projects) Cash or cashier's/manager's check issued by a Universal or Commercial Bank; Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. 30% if Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. **Performance Bond is MANDATORY in case of INFRASTRUCTURE Project.**
- The supplier is required to indicate its PhilGeps Registration Number on the Canvass Form especially if the ABC of the project is P50,000.00 and below. **Attach the Philgeps Registration Certificate if the project is with ABC equal and/or greater to P50,000.01.**
- The SSS shall withhold the applicable taxes from the amount payable in accordance with the BIR regulations.
- The Mayor's Permit/Business Permit, PhilGeps Registration Number/Certificate, Income/Business Tax Return, Sec Registration/DTI/CDA, BIR 230: shall be submitted together with your quotation. The Omnibus Sworn Statement shall be submitted immediately upon request of the procuring branch/ dept. (for project with ABC of P50,000.00 up to P100,000.00) or upon request of the BAC-D after the evaluation (for project with ABC of P100,000.01 and above). If corporation, the Omnibus Sworn Statement shall be accompanied by a Board Resolution or Secretary's Certificate. **Non-submission of the foregoing documents shall be a ground for disqualification.**
- For clarification of details, please call Ms. Glynna A. Galito at Tel. No. (077) 722-2686.

Reminder : Price quotation should be made with extra care taking into account the specification and unit of quantity to avoid errors. The supplier binds himself/herself to this quotation's TERMS & CONDITIONS.

This is to certify that the data and quotation indicated on this form are valid/true & correct.

Owner/Company Representative
 (Signature over Printed Name)

 (Date Received/Signed)

Name of Business: _____

Business Address: _____

Employer Number : _____

Contact Number : _____

PhilGEPS Registration No. _____

Email Address : _____

T.I.N. No.: _____