



Republic of the Philippines  
**SOCIAL SECURITY SYSTEM**  
**NCR OPERATIONS – WEST DIVISION**  
 G/F Padilla Delos Reyes Bldg. Juan Luna St.  
 Binondo, Manila  
 Tel. 8395-9897 FAX 243-2464

**CANVASS FORM**  
**2022-WEST-OCT-01**  
**October 14, 2022**

PHILGEPS REF. NO. \_\_\_\_\_  
 DATE POSTED: \_\_\_\_\_  
 POSTED BY: \_\_\_\_\_

Sir / Madam:

Please furnish us with your quotation on or before: \_\_\_\_\_ at 4:00 pm. for the following items:

NO.	QUANTITY	PARTICULARS	APPROVED TOTAL COST	TOTAL COST OF BID	STATEMENT OF COMPLIANCE
1	1 LOT	REPLACEMENT AND REPAIR OF SSS PASAY-CCP COMPLEX SIGNAGE (HORIZONTAL AND VERTICAL)	P 90,216.00	P	
<b>TECHNICAL SPECIFICATION:</b>					
1.1	22 pcs	Outdoor Horizontal Signage (Single Face) - 22 letters 125mm x 110mm Acrylic Built-up letter with ACP & LED Back Light	P 24,024.00	P	
1.2	44 pcs	Pole-Mounted Vertical Signage (Double-Face) - 44 letters 95mm x 85mm Acrylic Built-up with ACP & LED Back Light	P 44,352.00	P	
1.3	1 lot	Labor and Installation including scaffolding	P 21,840.00	P	

Payment Terms: Supplier shall be paid in accordance to Government Terms.  
 Delivery Terms: 30 Calendar Days upon receipt of approved Purchase Order/Job Order.  
 Price Validity: Three (3) Months

**Note/s:**

- 1.) For canvass with an ABC of P 100,000.00 and above the winning bidder is required to post a Performance Bond within Three (3) Calendar from receipt of Notice to Proceed/Job Order/Purchase Order 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 applicable taxes from the amount payable in accordance with BIR regulations.
- 3.) Please specify the brand name / model offered.
- 4.) For clarification of details, please coordinate with Nathalie Alonde at telephone no. 8395-9897
- 5.) Quotations not using the prescribed/standard canvass form and/or unsealed shall automatically be disqualified.
- 6.) Indicate the correct SSS Number and TIN-(BIR) of supplier/contractor in the quotation form.
- 7.) The bidder shall offer one (1) quotation only, alternative bids shall be rejected.
- 8.) Please send your SEALED QUOTATION/CANVASS/BID to 232 Padilla delos Reyes Bldg., Juan Luna St., Binondo, Manila including the certified true copy of the following Eligibility Requirements:
  - a.) Registration Certificate from SEC (Security Exchange Commission), DTI (Department of Trade & Industry) for sole proprietorship, or CDA (Cooperative Development Authority) for cooperatives, or any proof of such registration.
  - b.) Mayor's Permit issued by the city or municipality where the place of business of the prospective bidder is located.
  - c.) BIR 2303
  - d.) Latest Form SSS R-5 Contributions Payment
  - e.) PhilGEPS Registration
  - f.) Proof of bank account details (ATM Card with Account Number, Bank Account Passbook, Bank Statement/Certificate or Deposit Slip/Savings Account Number Card)
- 9.) All payments to suppliers/creditors/payees shall be done electronically and directly credited to their Landbank Account. When supplier prefers other banks, any charges or fees that will be imposed by the bank shall be charged to supplier's account.


\_\_\_\_\_  
 Owner/Company Representative  
 (Sign over Printed Name)

**REMINDER:** Price quotation should be made with extra care taking into account the specification and unit of quantity to avoid errors. The offeror binds himself to this quotation **TERMS & CONDITIONS**.

Very truly yours,

Please indicate below your Business Name, Address and Telephone Number and Date Received.

Your Business Name: \_\_\_\_\_  
 Your Business Address: \_\_\_\_\_  
 Your Business SSS No.: \_\_\_\_\_  
 Your Business TIN No.: \_\_\_\_\_  
 Your Landbank Account No.: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Telephone Nos.: \_\_\_\_\_  
 Fax No.: \_\_\_\_\_  
 Date Received: \_\_\_\_\_

by:   
**DANIEL T. CAPUT**  
 Chairman, LBAC-NCR West Division  
**NATHALIE G. ALONDE**  
 Canvasser