



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

PROCUREMENT PLANNING & MANAGEMENT DEPARTMENT
Tel. No. 8709-7198 loc 5504-5507/6391

November 9, 2023

Sir/Madam:



Please furnish us with your quotation on or before **NOVEMBER 16, 2023 @ 10:00 AM** for the items listed in the attached **Request for Quotation (RFQ)**.

Kindly accomplish the **RFQ Form** together with the **Bidder's Information** and indicate your confirmation on the **Terms and Conditions** by signing the **Certification**.

Refer to the Instruction to Suppliers for the procedure on the submission of quotation.

Thank you.

Very truly yours,


BILLY V. DIBDIB
Acting Head, PPMD 

PHILGEPS REF. NO.: 10296173
PUBLISHED DATE : 11/09/23
POSTED BY : AMY
POSTPONED : 11/13/23

REQUEST FOR QUOTATION (RFQ) FORM

RFQ Number 2023-0230	RFQ Date November 9, 2023	ABC ₱ 478,083.00	APP No. 2023-0415 (3 rd Update for the month of September)
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Lot No.	Quantity	P A R T I C U L A R S	Cost/Bid Breakdown	
			Unit Cost	Total Cost
1	1 Lot	Prayer Room at the Mezzanine Area of Ramon Magsaysay Hall Project ABC: ₱ 478,083.00 / Lot	₱ _____ / Lot	₱ _____

Total Offered Quotation (Inclusive of VAT) in words:

Please completely fill-out and submit the following form/s:
Annex A – Technical Specifications / Statement of Compliance
Annex B – Bill of Quantities
Annex C – Layout / Drawings

Price Validity	Three (3) Months
Delivery Terms	<ul style="list-style-type: none">Thirty (30) Calendar Days upon receipt of Purchase Order / Job OrderTo be rendered at Ramon Magsaysay Hall, 2nd Floor, SSS Main Office, East Avenue, Diliman, Quezon City
Payment Terms	<ul style="list-style-type: none">Government TermsSSS shall withhold the applicable taxes from the amount payable in accordance with the BIR regulations.One-Time PaymentPayment is upon delivery of items/services and submission of billing documents; and shall be directly credited to the Supplier's bank account.

BIDDER'S INFORMATION		
Business Name	Address	
Name of Company Representative	Email Address	Telephone/Mobile Number
PhilGEPS Registration No.	SS Number	BIR TIN

TERMS AND CONDITIONS

1. **For contract price amounting to P100,000.00 and above**, the winning Supplier shall be required to post a Performance Security from receipt of Notice of Award equivalent to % of Contract Price as follows:
 - 5% (Goods & Consulting Services) or 10% (Infrastructure) Cash, Cashier's/Manager's Check, Bank Draft/Guarantee, or
 - 30% Surety Bond callable upon demand.
2. If two (2) or more Suppliers submitted the same price quotation and have been post-qualified as the suppliers with Lowest Calculated and Responsive Quotations, the procuring unit shall use "draw lots" or similar method of chance to break the tie.
3. Alternative offer shall not be allowed. Any bid exceeding the ABC shall be a ground for disqualification.
4. Incompletely filled out Cost/Bid Breakdown shall be considered non-responsive and automatically disqualified but specifying a zero (0), dash (-), or the word "free" for the said item would mean that it is being offered for FREE to the SSS.
5. In case of discrepancy between the submitted quotation and the quotation after arithmetical correction, the supplier shall be informed of such discrepancy for confirmation of the new amount. **If the bidder fails to confirm the arithmetical corrections within three (3) calendar days from receipt of notification, the quotation as calculated shall be deemed confirmed.**
6. In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered provided that the terms and conditions stated therein is in conformity with the requirements of the RFQ. **In case of discrepancies, the submitted quotation shall be considered ineligible or not compliant.**
7. Quantity is subject to change but not to exceed the quantity in the approved PO/JO/LO.
8. Award shall be on a per **"LOT BASIS"** and the date of conduct/start of the project is subject to change.

INSTRUCTIONS TO SUPPLIERS

1. For clarification of details, please contact **Mr. Ferdinand Almaria at 8709-7198 local 5541** or via e-mail almariafb@sss.gov.ph cc: efmd@sss.gov.ph
2. Supplier should indicate "COMPLY" or "NOT COMPLY" in the STATEMENT OF COMPLIANCE COLUMN. Failure to indicate compliance and non-compliance will mean automatic disqualification.
3. Sealed Quotations may be submitted through the following:
 - a. DROP BOX located at Procurement Planning & Management Dept. (PPMD), 2nd Floor, SSS Main Bldg., East Ave., Diliman, Quezon City. It shall be addressed to Ms. BILLY V. DIBDIB – Acting Head of the PPMD.
Indicate in the sealed envelope the RFQ Number, company name, name of company representative, business address, and contact details.
 - b. ELECTRONIC MAIL at bacsealedquotations@sss.gov.ph with the following requirements:
 - i. Quotations and attachments should be in portable document format (pdf), compressed/zipped and protected by a password. (See attached Guide in Creating password protected zip file folder.)
 - ii. File name of the zip file folder shall be by **RFQ number and Project Title**.
 - iii. The Supplier who timely submitted its Sealed Quotation but who fails to provide its password on the date and time of opening shall be disqualified.
 - iv. Passwords shall be made available only through email (bacsealedquotations@sss.gov.ph) or **SMS (09062603807)** during opening of bids which is scheduled on:

DATE: NOVEMBER 16, 2023

TIME: 1:30 PM – 2:00 PM

GENERAL CONDITIONS OF THE CONTRACT

1. The SUPPLIER shall deliver the goods in accordance with the description and quantity specifications of the Purchase Order/Job Order.
2. The SUPPLIER shall deliver the goods within the period indicated in the Purchase Order. A penalty of 1/10 of 1% of the total amount of the items shall be imposed for every day of delay in delivery.
3. The SUPPLIER shall deliver Goods/Services which must all be fresh stock, brand-new, unused, properly sealed, and which are not set to expire within two (2) years from date of delivery to the SSS, if applicable.
4. The SUPPLIER warrants that all the Goods/Services have no defects arising from design, materials, or workmanship or from any act or omission of the Supplier or the manufacturer that may develop under normal use of consumables, if applicable.
5. For Goods, the SUPPLIER shall replace any defective item within twenty-four (24) hours from the time that it was notified by the SSS of the defect. Defects detected only after the item is installed and used are covered by the replacement warranty which will be in effect for every item until its expiry date. Replacement of defective item shall have no cost on the SSS, if applicable.
6. To assure that manufacturing defects shall be corrected by the SUPPLIER, a warranty security shall be required from the SUPPLIER for a minimum of three (3) months in the case of expendable items, or a minimum period of one (1) year in the case of non-expendable items, after the acceptance of the delivered items. The obligation for the warranty shall be covered, at the Supplier's option, by either retention money in an amount equivalent to five percent (5%) of total purchase price, or a special bank guarantee equivalent to five percent (5%) of the total purchase price with validity period starting from the date of acceptance. The said amounts shall only be released after the lapse of the warranty period
7. If the SUPPLIER, having been notified, fails to remedy the defect(s) within the specified period, the SSS may proceed to take such remedial action as may be necessary, at the SUPPLIER's risk and expense and without prejudice to any other rights which the SSS may have against the SUPPLIER under these Terms and Conditions and under the applicable law.
8. The pricing of the Goods/Services shall be in Peso and inclusive of Twelve Percent (12%) Value-Added Tax (VAT).

MISCELLANEOUS PROVISIONS

1. **Confidentiality.** Neither Party shall, without the prior written consent of the other, disclose or make available to any person, make public, or use directly or indirectly, except for the performance and implementation of the works, any confidential information acquired from an information holder in connection with the performance of this Agreement, unless: (i) the information is known to the disclosing Party, as evidenced by its written records, prior to obtaining the same from the information holder and is not otherwise subject to disclosure restrictions on the disclosing Party, (ii) the information is disclosed to the disclosing Party by a third party who did not receive the same, directly or indirectly, from an information holder, and who has no obligation of secrecy with respect thereto, or (iii) required to be disclosed by law.

The obligation of confidentiality by both Parties, as provided herein, shall survive the termination of this Agreement.

2. **Merger and Consolidation.** In case of merger, consolidation or change of ownership of the SUPPLIER with another company, it is the responsibility of the surviving company/consolidated company/acquiring entity to inform the SSS of the change in corporate structure/ownership. Failure to do so shall translate in such company assuming all liabilities of the acquired/merged company under this Agreement.
3. **Force Majeure.** The SUPPLIER shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the

SUPPLIER's delay in performance or other failure to perform its obligations under this Agreement is the result of a force majeure.

For purposes of this Agreement the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which the SUPPLIER could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the SUPPLIER. Such events may include, but not limited to, acts of the SSS in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

4. **Non-Assignment.** Neither Party may assign the Contract in whole or in part without the consent of the other Party.
5. **Waiver.** Failure by either Party to insist upon the other the strict performance of any of the terms and conditions hereof shall not be deemed a relinquishment or waiver of any subsequent breach or default of the terms and conditions hereof, which can only be deemed made if expressed in writing and signed by its duly authorized representative. No such waiver shall be construed as modification of any of the provisions of this Agreement or as a waiver of any past or future default or breach hereof, except as expressly stated in such waiver.
6. **Cumulative Remedies.** Any and all remedies granted to the Parties under the applicable laws and this Agreement shall be deemed cumulative and may, therefore, at the sole option and discretion, be availed of by the aggrieved Party simultaneously, successively, or independently.
7. **No Employer-Employee Relationship.** It is expressly and manifestly understood and agreed that the employees of the SUPPLIER assigned to perform the PROJECT are not employees of the SSS. Neither is there an employer-employee relationship between the SSS and the SUPPLIER.

This Agreement does not create an employer-employee relationship between the SSS and the SUPPLIER including its personnel; that the PROJECT rendered by the personnel assigned by the SUPPLIER to the SSS in the performance of its obligation under this Agreement do not represent government service and will not be credited as such; that its personnel assigned to the SSS are not entitled to benefits enjoyed by SSS' officials and employees such as Personal Economic Relief Allowance (PERA), Representation and Transportation Allowance (RATA), ACA, etc.; that these personnel are not related within the third degree of consanguinity or affinity to the contracting officer and appointing authority of the SSS; that they have not been previously dismissed from the government service by reason of an administrative case; that they have not reached the compulsory retirement age of sixty-five (65); and that they possess the education, experience and skills required to perform the job. The SUPPLIER hereby acknowledges that no authority has been given by the SSS to hire any person as an employee of the latter. Any instruction given by the SSS or any of its personnel to the SUPPLIER's employees is to be construed merely as a measure taken by the former to ensure and enhance the quality of PROJECT performed hereunder. The SUPPLIER shall, at all times, exercise supervision and control over its employees in the performance of its obligations under this Agreement.

8. **Partnership.** Nothing in this Agreement shall constitute a partnership between the parties. No Party or its agents or employees shall be deemed to be the agent, employee or representative of any other Party.
9. **Compliance with SS Law.** The SUPPLIER shall report all its employees to the SSS for coverage and their contributions, as well as all amortizations for salary/education/calamity and other SSS loans shall be updated. Should the SUPPLIER fail to comply with its obligation under the provisions of the SS Law and Employees' Compensation Act, the SSS shall have the authority to deduct any unpaid SS and EC contributions, salary, educational, emergency and/or calamity loan amortizations, employer's liability for damages, including interests and penalties from the SUPPLIER's receivables under this Agreement.

Further, prescription does not run against the SSS for its failure to demand SS contributions or payments from the SUPPLIER. Moreover, the SUPPLIER shall

forever hold in trust SS contributions or payments of its employees until the same is fully remitted to the SSS.

10. **Compliance with Labor Laws.** The SUPPLIER, as employer of the personnel assigned to undertake the PROJECT, shall comply with all its obligations under existing laws and their implementing rules and regulations on the payment of minimum wage, overtime pay, and other labor-related benefits as well as remittances or payment of the appropriate amount or contributions/payment (SSS, EC, Pag-IBIG, PhilHealth and taxes) with concerned government agencies/offices.

It is agreed further, that prior to the release of any payment by the SSS to the SUPPLIER, its President or its duly authorized representative, shall submit a sworn statement that all moneys due to all the employees assigned to the PROJECT as well as benefits by law and other related labor legislation have been paid by the SUPPLIER and that he/she assumed full responsibility thereof.

11. **Compliance with Tax Laws.** The SUPPLIER shall, in compliance with tax laws, pay the applicable taxes in full and on time and shall regularly present to the SSS within the duration of this Agreement, tax clearance from the Bureau of Internal Revenue (BIR) as well as copy of its income and business tax returns duly stamped by the BIR and duly validated with the tax payments made thereon, if applicable. Failure by the SUPPLIER to comply with the foregoing shall entitle the SSS to suspend payment of the Contract Price.

12. **Liquidated Damages.** If the SUPPLIER fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in the PBD inclusive of duly granted time extensions if any, the SSS shall, without prejudice to its other remedies under this Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), the SSS may rescind or terminate this Agreement, without prejudice to other courses of action and remedies open to it.

13. **Hold Free and Harmless.** The SUPPLIER agrees to defend, indemnify, and hold the SSS free and harmless from any and all claims, damages, expenses, fines, penalties and/or liabilities of whatever nature and kind, whether in law or equity, that may arise by reason of the implementation of the Agreement. In addition, the SUPPLIER agrees to indemnify the SSS for any damage as a result of said implementation.

14. **Settlement of Disputes.** All actions and controversies that may arise from the Contract involving but not limited to demands for specific performance of the obligations as specified herein and/or in the interpretation of any provisions or clauses contained herein, shall, in the first instance, be settled within thirty (30) calendar days through amicable means, such as, but not limited to mutual discussion. Should the dispute remain unresolved by the end of the afore-mentioned period, the dispute shall be settled in accordance with applicable provisions of Republic Act No. 9285, otherwise known as the Alternative Dispute Resolution Act of 2004.

15. **Venue of Actions.** Any suit or proceeding arising out of or relating to the contract shall be instituted in the appropriate court in Quezon City, the Parties hereto waiving any other venue.

16. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the Republic of the Philippines.

17. **Amendments.** This Agreement may be amended only in writing and executed by the Parties or their duly authorized representatives.

18. **Separability.** If any one or more of the provisions contained in this Agreement or any document executed in connection herewith shall be invalid, illegal or unenforceable in any respect under any applicable law, then: (i) the validity, legality and enforceability of the remaining provisions contained herein or therein shall not in any way be affected or impaired and shall remain in full force and effect; and (ii) the invalid, illegal or unenforceable provision shall be replaced by the parties immediately with a term or provision that is valid, legal and enforceable and that

comes closest to expressing the intention of such invalid, illegal or unenforceable term or provision.

19. **Binding Effect.** This Agreement shall be binding upon the Parties hereto, their assignee/s and successor/s-in-interest.
20. **Non-Publicity.** No press release in oral, written or electronic form shall be issued covering this transaction without prior written approval of the SSS. Inclusion in any reference lit shall also be undertaken only upon prior written approval of the SSS.

CERTIFICATION

This is to certify that my company conforms with the above Terms and Conditions, and that the data/quotation indicated is true, correct, and valid.

Owner/Company Representative
(Signature over Printed Name)

Date

Note: The Supplier must sign over printed name on the CERTIFICATION above. Non-compliance with this instruction is a ground for disqualification of submitted quotation.

ANNEX A. TECHNICAL SPECIFICATIONS

Suppliers/Bidders should indicate "COMPLY" or "NOT COMPLY" to each specification below. Please do not leave any portion blank as it will result to disqualification of quotation/bid.

PRAYER ROOM AT THE MEZZANINE AREA OF RAMON MAGSAYSAY HALL


Item	Specification	Statement of Compliance
1	<p>I. PROGRAM OF WORKS</p> <p>A. GENERAL REQUIREMENTS / SITE PREPARATION</p> <ol style="list-style-type: none"> 1. Provision of Safety Signages/Equipment, Board-ups & Protective Covering Materials. 2. Hauling and disposal of debris and waste materials. <p>B. WORKMANSHIP</p> <p>The work throughout shall be executed in the best and most thorough manner under the direction of and to the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and specifications and shall have the authority to reject any works and materials, which in their judgement, are not in full accordance therewith required phases of work shall be done by skilled and competent men who are engaged or specialized in the type of work specified.</p> <p>C. SITE EXAMINATION</p> <p>Prospective bidders may conduct site inspection before the submission and opening of bid to determine all incidental materials and activities that are necessary to be furnished and executed to complete the project.</p> <p>Examine the site premises and all conditions apparent and visible therein. Consider all such conditions that may affect work. Measure every existing work/structure at site. Verify all given dimensions and deviations in the plans/drawings and Bill of Quantities. It shall be understood that the work covers all exposed external surface regardless of measurements made.</p> <p>D. PROTECTION OF WORK AND PROPERTY</p> <p>The contractor shall ensure protection of existing structures, properties and other areas not affected by the work specified, including office furniture and equipment. Any damage incurred during the activity shall be restored/repared by the Contractor at their own expense, and it shall be done in a satisfactory and approved manner.</p> <p>Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection, and replace with new work materials at no cost to the Owner.</p>	

Item	Specification	Statement of Compliance
	<p>E. SUBMITTALS</p> <p>The Contractor shall submit samples of finishes, furnished materials, and equivalent materials for approval of SSS Implementing Unit prior to installation or application.</p> <p>F. QUALITY OF MATERIALS</p> <p>All replacement materials shall be new, free from defects, passed and conformed to International Standard and Philippine Standard set forth by Bureau of Product Standards - Department of Trade and Industry.</p> <p>G. CLEANING</p> <p>Leave premises clean, neat, and orderly. Remove all stains, spots, blemishes, soil dirt from all finished work. Remove all excess materials, soil, used containers, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.</p>	
2	<p>II. SCOPE OF WORKS AND MATERIAL SPECIFICATIONS</p> <p>A. SCOPE OF WORKS</p> <ol style="list-style-type: none"> 1. Replacement of existing carpet floor including dismantling works. 2. Installation of vinyl wallpaper including wall preparation. 3. Replacement of damaged, deteriorated portion of ceiling boards. 4. Painting of walls, ceiling, doors. 5. Supply & Installation of Signages, 350mm x 150mm acrylic sheet 6. Supply & Installation of drywall partition and PVC foldable door partition for storage 7. Electrical Works - Replacement of Lighting Fixtures, 300mm x 1200mm w/ LED tube-cool daylight including wiring installations. <p>The work contemplated under this contract shall consist of furnishing of all materials, labor, plant, tools and equipment, work permit including the satisfactory performance of all work necessary for the complete execution of all the work as shown on the plans, specifications, and other contract documents.</p>	

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3	B. MATERIAL SPECIFICATIONS <table border="1"> <thead> <tr> <th>PARTICULARS</th><th>MATERIAL SPECIFICATION / DESCRIPTION</th><th>REMARKS</th></tr> </thead> <tbody> <tr> <td colspan="3">I. FACELIFTING / IMPROVEMENT OF FACADE</td></tr> <tr> <td>1. Carpet Floor Tiles</td><td>- 500mm x 500mm x 7mm thick Carpet Tiles</td><td>Submit sample of materials for approval</td></tr> <tr> <td>2. Vinyl Wall Paper</td><td>- 0.3mm thick vinyl wall paper</td><td>Submit sample of materials for approval</td></tr> <tr> <td>3. Ceiling Board</td><td>-2.4m x 1.2m x 6mm thick Ficem Board</td><td>-</td></tr> <tr> <td>4. Painting -Walls -Ceiling -Doors</td><td>- 2 coats Semi-gloss Latex paint - 2 coats Flat Latex paint - 2 coats Ducco Wood Stain Finish</td><td>Submit sample of materials for approval</td></tr> <tr> <td colspan="3"> Surface preparation for painting works: - Clean off loose materials such as dust, rust, old paint or anything that can be manually removed by using a broom, a chisel, scraper, sandpaper or steel brush. - Repair voids, cracks, nicks, holes, etc. with the proper putty/sealant material or same material as the surface finish. - All areas to be painted must be dry and thoroughly clean. </td></tr> <tr> <td>5. Signages</td><td>-Acrylic plastic ceiling/wall mounted</td><td>Submit sample of materials for approval</td></tr> <tr> <td>6. Drywall Cladding / Partition</td><td>Ficem Board, 1.2m x 2.4m x 6mm thick Metal Studs Framing</td><td>-</td></tr> <tr> <td>7. PVC folding door partition</td><td>PVC folding partition, 200mm width PVC Panels in woodgrain finish, including jamb/frames, mechanism, connectors, locks complete w/ hardwares & accessories - 200mm wide x 15mm thk. Panel core - PVC laminates, Nylex finish</td><td>Submit sample of materials for approval</td></tr> <tr> <td>8. Electrical Fixtures</td><td>-Recessed Louver type Lighting Fixture, 18W, 220V, 1200X300, day light -150mmØ Recessed type Spun Aluminum, specular finish Pinlight with semi-frosted glass cover with mounting ring, cash aluminum, complete with 7W, 220V, LED bulb, warm white</td><td>Submit sample or brochure of materials for approval</td></tr> <tr> <td colspan="3"> Materials and work deemed necessary to complete the project but not specifically mentioned in the Specifications, working drawings or in the other contract documents are inferred and shall be supplied, installed, and rendered by the contractor without extra cost to the owner. Such material shall be of the highest quality available, installed and applied in workmanlike manner at prescribed or appropriate locations. </td></tr> </tbody> </table>	PARTICULARS	MATERIAL SPECIFICATION / DESCRIPTION	REMARKS	I. FACELIFTING / IMPROVEMENT OF FACADE			1. Carpet Floor Tiles	- 500mm x 500mm x 7mm thick Carpet Tiles	Submit sample of materials for approval	2. Vinyl Wall Paper	- 0.3mm thick vinyl wall paper	Submit sample of materials for approval	3. Ceiling Board	-2.4m x 1.2m x 6mm thick Ficem Board	-	4. Painting -Walls -Ceiling -Doors	- 2 coats Semi-gloss Latex paint - 2 coats Flat Latex paint - 2 coats Ducco Wood Stain Finish	Submit sample of materials for approval	Surface preparation for painting works: - Clean off loose materials such as dust, rust, old paint or anything that can be manually removed by using a broom, a chisel, scraper, sandpaper or steel brush. - Repair voids, cracks, nicks, holes, etc. with the proper putty/sealant material or same material as the surface finish. - All areas to be painted must be dry and thoroughly clean.			5. Signages	-Acrylic plastic ceiling/wall mounted	Submit sample of materials for approval	6. Drywall Cladding / Partition	Ficem Board, 1.2m x 2.4m x 6mm thick Metal Studs Framing	-	7. PVC folding door partition	PVC folding partition, 200mm width PVC Panels in woodgrain finish, including jamb/frames, mechanism, connectors, locks complete w/ hardwares & accessories - 200mm wide x 15mm thk. Panel core - PVC laminates, Nylex finish	Submit sample of materials for approval	8. Electrical Fixtures	-Recessed Louver type Lighting Fixture, 18W, 220V, 1200X300, day light -150mmØ Recessed type Spun Aluminum, specular finish Pinlight with semi-frosted glass cover with mounting ring, cash aluminum, complete with 7W, 220V, LED bulb, warm white	Submit sample or brochure of materials for approval	Materials and work deemed necessary to complete the project but not specifically mentioned in the Specifications, working drawings or in the other contract documents are inferred and shall be supplied, installed, and rendered by the contractor without extra cost to the owner. Such material shall be of the highest quality available, installed and applied in workmanlike manner at prescribed or appropriate locations.			
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Item	Specification	Statement of Compliance
4	III. FURNITURE TECHNICAL SPECIFICATIONS	
	SOFA 3-SEATER	
	DESIGN	3-seater sofa with upholstered seat and backrest
	CONSTRUCTION	
	Backrest and Seat	Leatherette upholstery, seat cushions filled with top grade high resilience foam, cushioned armrest, metal legs
	COLOR	
	Upholstery	Black
	Frame/Base	Satin Finish
		
	sample image only	
	STACKABLE CHAIR	
	DESIGN	2-piece low back chair with steel tubular frame and sled base in powder-coated finish; without armrest.
	CONSTRUCTION	
	Backrest and seat	polypropylene back and seat; without cushion and upholstery.
	Seat support	parallel or intersecting ("X") seat support in tubular metal frame with seamless weld.
Frame/Legs	18 mm diameter powder-coated steel tube welded frame; sled base and stackable.	
Clip/Connector	heavy-duty PVC clip.	
COLOR		
Legs/Frame	powder-coated black.	
PP seat & back	Submit sample for approval	
		
sample image only		

Item	Specification	Statement of Compliance
	OTTOMAN CHAIR	

Item	Specification	Statement of Compliance																						
	<div><div>FOLDABLE FREE-STANDING TABLE</div><table><tr><td>DESIGN</td><td>Foldable top desk in medium density fiber (MDF) board tabletop and high-pressure laminate (HPL) finish, mounted on steel frame, tubular legs in powder coated finish, with modesty panel and undershelf.</td></tr><tr><td>DIMENSION</td><td>1500mm (L) x 600mm (W) x 750mm (H)</td></tr><tr><td>CONSTRUCTION</td><td></td></tr><tr><td>Tabletop</td><td>1500 mm (L) x 600 mm (W) using 30 mm thick medium density fiber (MDF) board in high pressure laminate (HPL) finish, post-formed front/back edges with 2 mm thick PVC flat edging on side edges mounted on 2mm thick tubular frame in powder coated finish</td></tr><tr><td>Legs/Supports</td><td>75mm x 37.50mm x 2mm thick metal tubular, powder-coated finish</td></tr><tr><td>Modesty Panel</td><td>18mm thick medium density fiber (MDF) board in high pressure laminate (HPL) finish</td></tr><tr><td>Undershelf</td><td>Tubular steel in powder coated finish</td></tr><tr><td>ACCESSORIES</td><td></td></tr><tr><td>Wheel casters</td><td>4 pcs heavy duty twin wheel casters, nylon type, w/ locking mechanism</td></tr><tr><td>COLOR / FINISHES</td><td>Specific colors subject for approval.</td></tr><tr><td>High pressure Laminate (HPL)</td><td><i>High pressure laminates with colors similar to the specified codes below:</i> <i>Tabletop: Lincoln Wallnut code “7188”</i> <i>Support: Black “0909”</i></td></tr></table><div></div><div>sample image only</div></div>	DESIGN	Foldable top desk in medium density fiber (MDF) board tabletop and high-pressure laminate (HPL) finish, mounted on steel frame, tubular legs in powder coated finish, with modesty panel and undershelf.	DIMENSION	1500mm (L) x 600mm (W) x 750mm (H)	CONSTRUCTION		Tabletop	1500 mm (L) x 600 mm (W) using 30 mm thick medium density fiber (MDF) board in high pressure laminate (HPL) finish, post-formed front/back edges with 2 mm thick PVC flat edging on side edges mounted on 2mm thick tubular frame in powder coated finish	Legs/Supports	75mm x 37.50mm x 2mm thick metal tubular, powder-coated finish	Modesty Panel	18mm thick medium density fiber (MDF) board in high pressure laminate (HPL) finish	Undershelf	Tubular steel in powder coated finish	ACCESSORIES		Wheel casters	4 pcs heavy duty twin wheel casters, nylon type, w/ locking mechanism	COLOR / FINISHES	Specific colors subject for approval.	High pressure Laminate (HPL)	<i>High pressure laminates with colors similar to the specified codes below:</i> <i>Tabletop: Lincoln Wallnut code “7188”</i> <i>Support: Black “0909”</i>	
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Item	DOCUMENTARY REQUIREMENTS	Statement of Compliance
1	<p>Submission of Documentary Requirements together with the sealed quotation:</p> <ol style="list-style-type: none"> Valid Mayor's/Business Permit¹ PhilGEPS Registration Number (Red Membership) or PhilGEPS Certificate (Platinum Membership) Notarized Omnibus Sworn Statement with attached Notarized Special Power of Attorney (SPA) for Sole Proprietorship or Secretary's Certificate for Partnership/ Corporation, authorizing the representative, if any, to sign on behalf of the owner/company. (For ABCs above P50,000.00) 	

NOTE: Incomplete submission of required documentary requirements is a ground for disqualification of submitted quotation.

¹ For individuals engaged under Sec. 53.6, 53.7 and 53.9 of the IRR of RA No. 9184, only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor’s Permit.

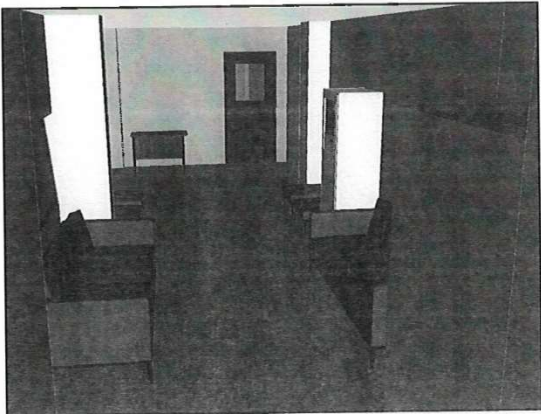
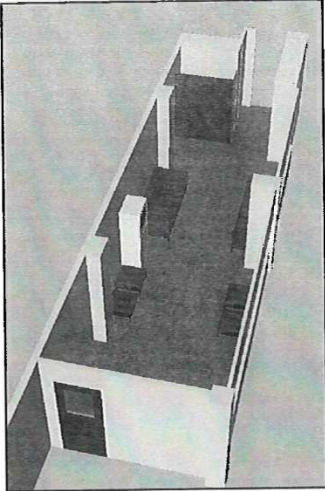
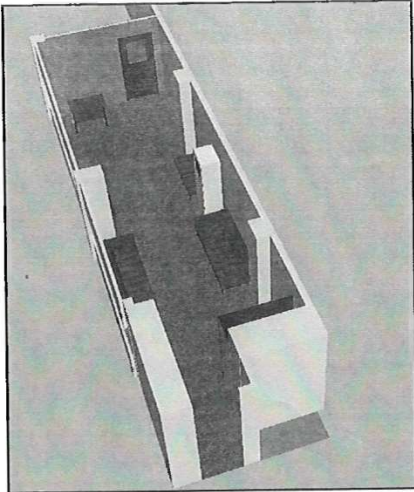
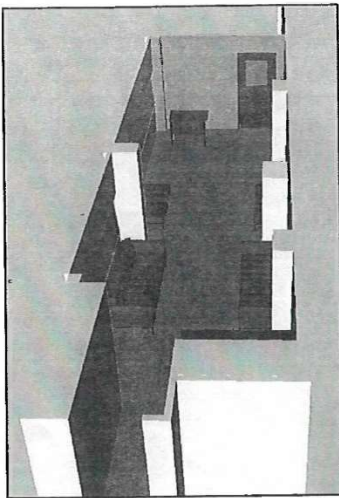
ANNEX B. BILL OF QUANTITIES

ITEM	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		MOB. / DEMOB.	TOTAL DIRECT COST	MARK-UP	VAT	TOTAL COST
				UNIT COST	TOTAL	UNIT COST	TOTAL					
(A)	(B)	(C)	(D)	(E)	(F) (C * E)	(G)	(H) (C * G)	(I) % * (F+H)	(J) (F + H + I)	(K) % * (J)	(L) 12% * (J+K)	(M) (J + K + L)
I	RENOVATION WORKS											
1	Provision of Safety Signages/Equipment, Board-ups & Protective Covering Materials	1.00	lot									
2	Hauling and disposal of debris and waste materials	1.00	lot									
3	Replacement of existing carpet floor tiles including dismantling works	45.80	sq.m.									
4	Supply & Installation of vinyl wall paper including wall preparation	10.00	sq.m.									
5	Replacement of damaged, deteriorated portion of ceiling boards	5.00	sq.m.									
6	Painting Works											
6.1	Walls	80.00	sq.m.									
6.2	Ceiling	46.00	sq.m.									
6.3	Doors	2.00	sets									
7	Supply & Installation of Signages, 350mm x 150mm acrylic sheet	2.00	pcs									
8	Installation of drywall partition, 1.0m x 2.1m, for storage using fiber cement board on metal framing	2.10	sq.m.									

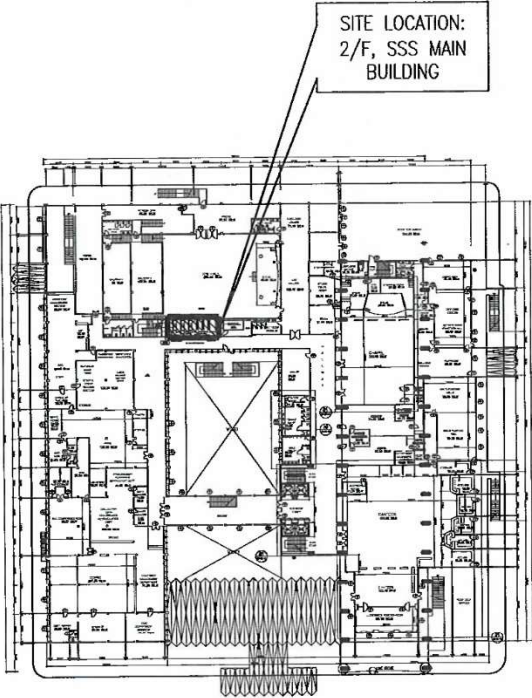
ITEM	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		MOB. / DEMOB.	TOTAL DIRECT COST	MARK-UP	VAT	TOTAL COST
				UNIT COST	TOTAL	UNIT COST	TOTAL					
(A)	(B)	(C)	(D)	(E)	(F) (C * E)	(G)	(H) (C * G)	(I) % * (F+H)	(J) (F + H + I)	(K) % * (J)	(L) 12% * (J+K)	(M) (J + K + L)
9	Supply & Installation, 1.80m x 2.10m PVC folding door partition for storage, 200mm width PVC Panels in woodgrain finish, including jamb/frames, mechanism, connectors, locks complete w/ hardwares & accessories	1.00	set									
10	Electrical Works											
10.1	Conduits & Fittings (20mmØ PVC Pipe with coupling)	1.00	lot									
10.2	Boxes / Wiregutter, w/ powder coated gray paint (PVC Junction Box / Utility Box)	1.00	lot									
10.3	Wires / Cables (3.5mm2 THHN wire, lead free)	1.00	lot									
10.4	Wiring Devices/ Lighting Fixtures/ Panels											
10.4.1	Three switch, single pole, 15A, 250V, metallic white, flush type	1.00	set									
10.4.2	Recessed Louver type Lighting Fixture, 18W, 220V, 1200X300, day light	5.00	sets									
10.4.3	150mmØ Recessed type Spun Aluminum, specular finish Pinlight with semi-frosted glass cover with mounting ring, cash aluminum, complete with 7W, 220V, LED bulb, warm white	2.00	sets									
10.5	Dismantling of all existing installed electrical wiring devices, wirings, conduits and other materials not necessary to the project	1.00	Lot									
10.6	Miscellaneous and other consumable materials, incidental services and Incidental needed to complete the project.	1.00	Lot									
	Sub-total I										=	

ITEM	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		MOB. / DEMOb.	TOTAL DIRECT COST	MARK-UP	VAT	TOTAL COST
				UNIT COST	TOTAL	UNIT COST	TOTAL					
(A)	(B)	(C)	(D)	(E)	(F) (C * E)	(G)	(H) (C * G)	(I) % * (F+H)	(J) (F + H + I)	(K) % * (J)	(L) 12% * (J+K)	(M) (J + K + L)
II	FURNITURE (Supply, Delivery & Installation)											
1	Sofa, 3-seater	2.00	units									
2	Stackable Chair, SC	13.00	units									
3	Free-standing Table, FS	1.00	unit									
4	Ottoman Chair	4.00	units									
	Sub-total II										=	
TOTAL BID COST (ΣSubtotals I, II)											=	

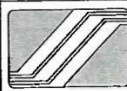
ANNEX C. LAYOUT / DRAWINGS



1 PERSPECTIVES
A-01 SCALE NTS



2 SECOND FLOOR
KEY PLAN
A-01 SCALE 1:1500



ENGINEERING AND
FACILITIES
MANAGEMENT
DEPARTMENT

SOCIAL SECURITY SYSTEM

PROJECT TITLE:
**PROPOSED PRAYER ROOM
AT THE MEZZANINE AREA OF RM HALL**
LOCATION: SSS Main Building, East Avenue, Diliman, Quezon City

RECOMMENDING APPROVAL:

GIL BEDINA MAGALIT
DEPARTMENT MANAGER III, EPMD

APPROVED BY:

HYDEE R. AQUID
ACTING HEAD, GENERAL SERVICES DIVISION

APPROVED FOR IMPLEMENTATION:

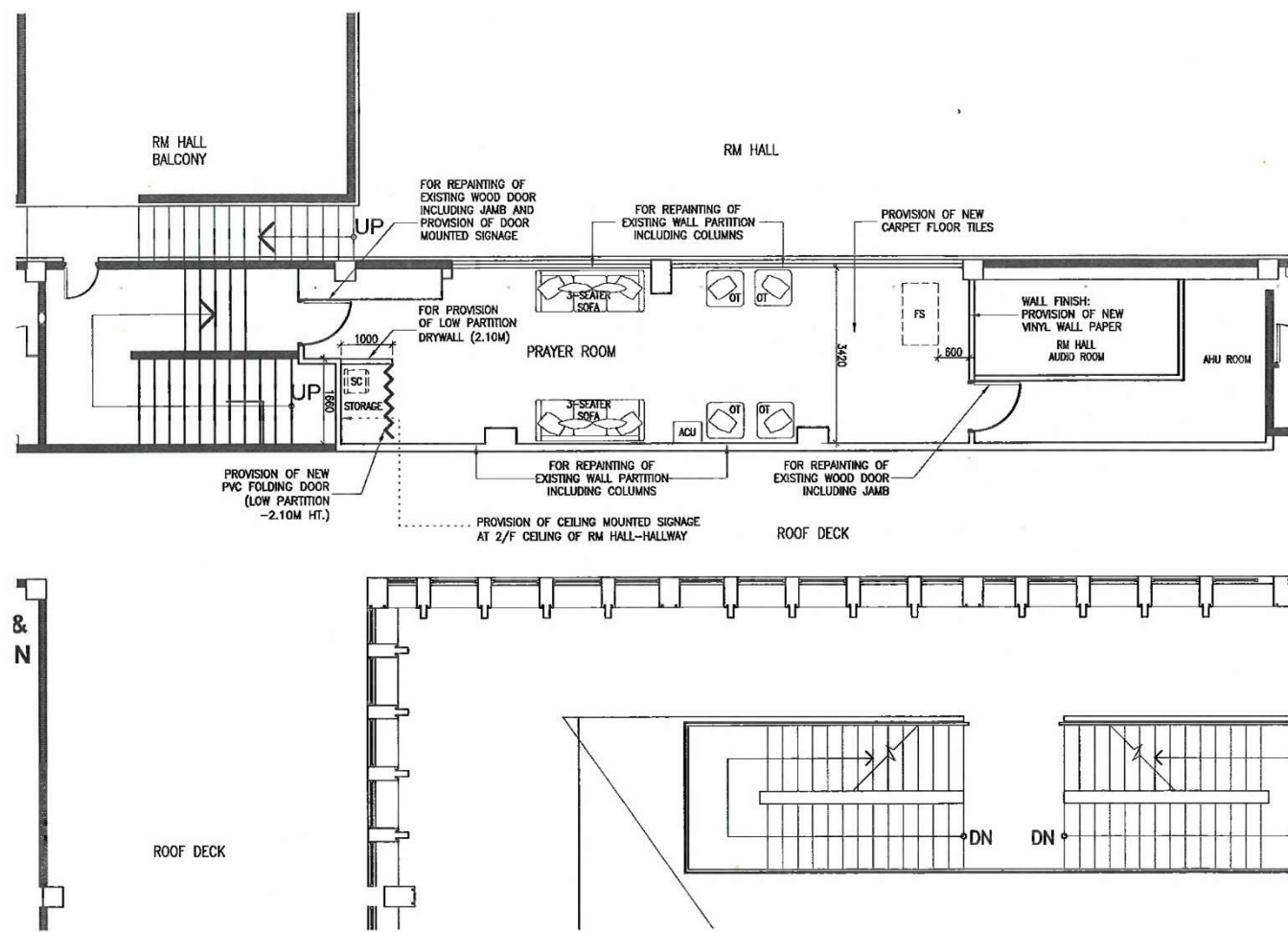
DORENDAM. DASMARINAS-PAN
VP, PROCUREMENT MANAGEMENT DIVISION AND
CONCURRENT ACTING HEAD, ADMINISTRATION GROUP

ENGINEERING SECTION
DESIGNED & DRAWN BY:
Jhosell Kenneth P. Reyes - Sr. Architect
REVIEWED BY:
Michael A. Salvo - SSO V. CAT
CHECKED BY:
Stephen P. Yap - CEO IV, Engr's Section

SHEET CONTENT:
KEYPLAN
PERSPECTIVES

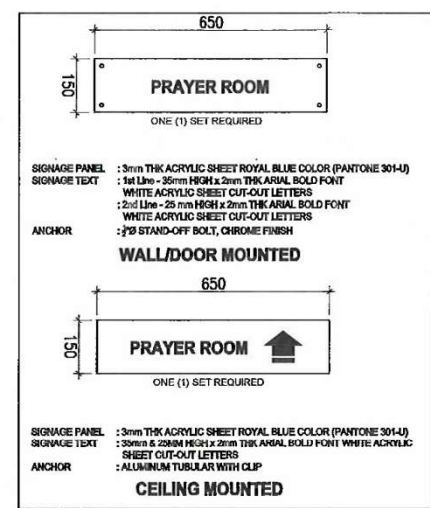
ALL DRAWINGS MUST BE
VERIFIED ON SITE BY THE
CONTRACTOR. ALL
DISCREPANCIES SHOULD
BE REPORTED IMMEDIATELY
TO THE ARCHITECT AND
PROJECT MANAGERS.
CONTRACTORS ARE TO
FURNISH AND SUBMIT SHOP
DRAWINGS TO THE
ARCHITECT PRIOR TO
COMMENCEMENT OF WORKS.

SHEET NO.
A-01
DATE: Jan 27, 2023



1
A-02 SCALE 1:100 M

MEZZANINE FLOOR PLAN (FORMER HR EXAM. ROOM)
PROPOSED PRAYER ROOM FLOOR LAYOUT

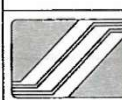








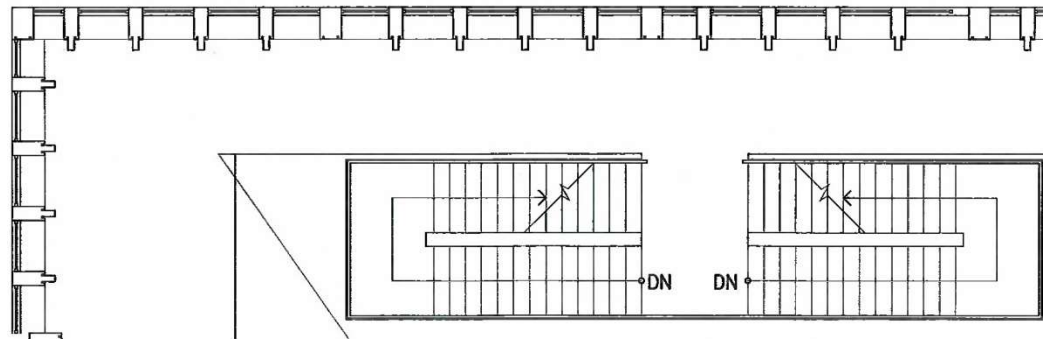
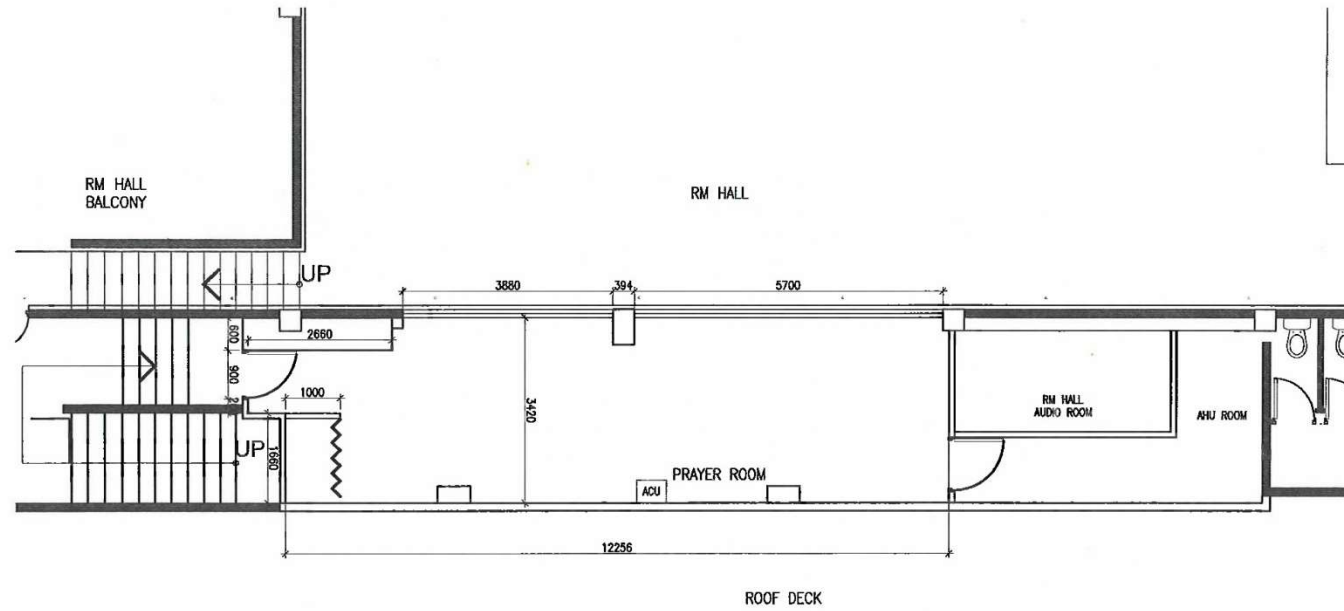
2
A-02 SCALE 1:15M

SIGNAGE DETAILS

LEGEND:

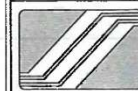
- SC - STACKABLE CHAIR
- FS - FREE-STANDING TABLE
- SOFA - 3--SEATER SOFA
- OT - 1--SEATER OTTOMAN

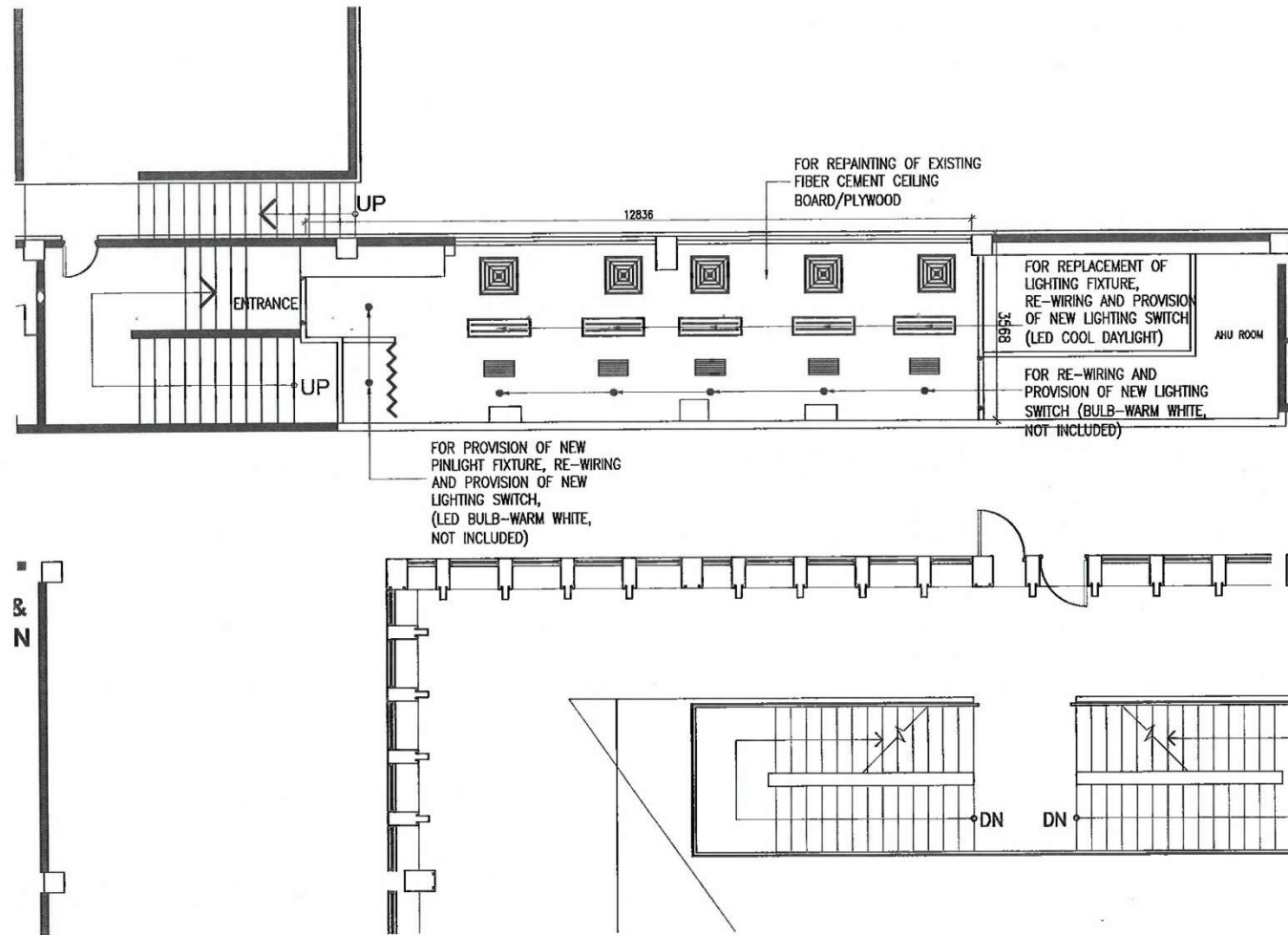
 <p>ENGINEERING AND FACILITIES MANAGEMENT DEPARTMENT</p> <p>SOCIAL SECURITY SYSTEM</p>	<p>PROJECT TITLE:</p> <p>PROPOSED PRAYER ROOM AT THE MEZZANINE AREA OF RM HALL</p>	<p>RECOMMENDING APPROVAL:</p> <p> GILBERT N. MAGALIT DEPARTMENT MANAGER III, EFMD</p>	<p>APPROVED BY:</p> <p> HYDEE R. RAQUID ACTING HEAD, GENERAL SERVICES DIVISION</p>	<p>APPROVED FOR IMPLEMENTATION:</p> <p> DOREND M. DASMARINAS-PAN VP, PROCUREMENT MANAGEMENT DIVISION AND CONCURRENT ACTING HEAD, ADMINISTRATION GROUP</p>	<p>ENGINEERING SECTION</p> <p>DESIGNED & DRAWN BY:  Jhosell Kenneth P. Ramos - Sr. Architect</p> <p>REVIEWED BY:  Michael A. Salvo - SSO V, CAT</p> <p>CHECKED BY:  Stephen P. Yap - CEO IV, Engrg Section</p>	<p>SHEET CONTENT:</p> <p>PROPOSED PLAN PRAYER ROOM SIGNAGE DETAILS</p>	<p>ALL DRAWINGS MUST BE VERIFIED ON SITE BY THE CONTRACTOR. ALL DISCREPANCIES SHOULD BE REPORTED IMMEDIATELY TO THE ARCHITECT AND PROJECT MANAGERS. CONTRACTORS ARE TO PREPARE AND SUBMIT SHOP DRAWINGS TO THE ARCHITECT PRIOR TO COMMENCEMENT OF WORKS.</p>	<p>SHEET NO.</p> <p>A-02</p> <p>DATE: Jan. 27, 2023</p>
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MEZZANINE FLOOR PLAN (FORMER HR EXAM. ROOM)
DIMENSION PLAN

1
A-03 SCALE 1:100 M

 <p>ENGINEERING AND FACILITIES MANAGEMENT DEPARTMENT</p> <p>SOCIAL SECURITY SYSTEM</p>	<p>PROJECT TITLE:</p> <p>PROPOSED PRAYER ROOM AT THE MEZZANINE AREA OF RM HALL</p> <p>LOCATION: SSS Main Building, East Avenue, Diliman, Quezon City</p>	<p>RECOMMENDING APPROVAL:</p> <p><i>[Signature]</i> GILBERT N. MAGALIT DEPARTMENT MANAGER III, EFMD</p>	<p>APPROVED BY:</p> <p><i>[Signature]</i> HYDEE R. RAQUID ACTING HEAD, GENERAL SERVICES DIVISION</p>	<p>APPROVED FOR IMPLEMENTATION:</p> <p><i>[Signature]</i> DORENDA M. DASMARINAS-PAN VP, PROCUREMENT MANAGEMENT DIVISION AND CONCURRENT ACTING HEAD, ADMINISTRATION GROUP</p>	<p>ENGINEERING SECTION</p> <p>DESIGNED & DRAWN BY: <i>[Signature]</i> Juscel Kennedy P. Ramos - Sr. Architect</p> <p>REVIEWED BY: <i>[Signature]</i> Michael A. Salyo - SSO V, CAT</p> <p>CHECKED BY: <i>[Signature]</i> Stephen P. Yap - CEO IV, Engrg Section</p>	<p>SHEET CONTENT:</p> <p>DIMENSION PLAN</p>	<p>ALL DRAWINGS MUST BE VERIFIED ON SITE BY THE CONTRACTOR. ALL DISCREPANCIES SHOULD BE REPORTED IMMEDIATELY TO THE ARCHITECT AND PROJECT MANAGERS.</p> <p>CONTRACTORS ARE TO PREPARE AND SUBMIT SHOP DRAWINGS TO THE ARCHITECT PRIOR TO COMMENCEMENT OF WORKS.</p> <p>SHEET NO. A-03</p> <p>DATE: Jan. 27, 2023</p>
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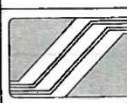
LEGEND:

- -EXISTING LIGHTING FIXTURE TO BE RETAINED, FOR REPLACEMENT OF LED BULB, WARM WHITE
- ▬ NEW LIGHTING FIXTURE 300MM X 1200MM WITH LED TUBE-COOL DAYLIGHT
- ◻ -EXISTING AIRCON DIFFUSER, TO BE RETAINED, FOR REPAIRING
- ▬ -EXISTING ACU RETURN, TO BE RETAINED, FOR REPAIRING
- ◻ -EXISTING FIBER CEMENT CEILING BOARD / PLYWOOD, FOR REPAIRING AND PROVISION OF NEW CEILING BOARD FOR PORTION/AREAS WITH DAMAGE/DETERIORATED CEILING

MEZZANINE REFLECTED CEILING PLAN (FORMER HR EXAM. ROOM)
REFLECTED CEILING PLAN

1
A-04

SCALE 1:100 M

 <p>ENGINEERING AND FACILITIES MANAGEMENT DEPARTMENT</p> <p>SOCIAL SECURITY SYSTEM</p>	<p>PROJECT TITLE:</p> <p>PROPOSED PRAYER ROOM AT THE MEZZANINE AREA OF RM HALL</p> <p>LOCATION: SSS Main Building, East Avenue, Diliman, Quezon City</p>	<p>RECOMMENDING APPROVAL:</p> <p><i>[Signature]</i> GINBERT M. MAGALIT DEPARTMENT MANAGER III, EFMD</p>	<p>APPROVED BY:</p> <p><i>[Signature]</i> HYDEE R. RAQUID ACTING HEAD, GENERAL SERVICES DIVISION</p>	<p>APPROVED FOR IMPLEMENTATION:</p> <p><i>[Signature]</i> DOREANDA M. DASMARINAS-PAN VP, PROCUREMENT MANAGEMENT DIVISION AND CONCURRENT ACTING HEAD, ADMINISTRATION GROUP</p>	<p>ENGINEERING SECTION</p> <p>DESIGNED & DRAWN BY: Jhosel Kenneth P. Ramos - Sr. Architect</p> <p>REVIEWED BY: Michael A. Selye - SSO V, CAT</p> <p>CHECKED BY: Stephen P. Yap - CEO IV, Engrg Section</p>	<p>SHEET CONTENT:</p> <p>REFLECTED CEILING PLAN</p>	<p>ALL DRAWINGS MUST BE VERIFIED ON SITE BY THE CONTRACTOR. ALL DISCREPANCIES SHOULD BE REPORTED IMMEDIATELY TO THE ARCHITECT AND PROJECT MANAGERS.</p> <p>CONTRACTORS ARE TO PREPARE AND SUBMIT SHOP DRAWINGS TO THE ARCHITECT PRIOR TO COMMENCEMENT OF WORKS.</p>	<p>SHEET NO.</p> <p>A-04</p> <p>DATE: Jan. 27, 2023</p>
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