



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

August 31, 2022

CANVASS

REQ 2022 - 055

Gentlemen :

Please furnish us with your quotation on or before September 5, 2022 for the request of supply and delivery of T-Shirt for the conduct of the SSS Member's Day with the theme "Ano ang Kwentong SSS Mo" to be held on 16 September 2022, Friday, from 08:00 a.m. to 12:00 n.n. at the Marikina Sports Center.

ITEM NO.	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
I	T-Shirt SPECIFICATIONS Color: Blue with red piping Material: Cotton Size: Assorted Sizes Printing: Silkscreen printing of logos (front and back) Packaging: Individual Plastic Quantity: 250 pcs. Delivery: Seven (7) days after approval of actual sample Delivery Address: SSS East Avenue, Diliman, Quezon City	250	Pcs		
TOTAL COST					

End User: NCR North Division

Total Approved Budget for the Contract: Php50,000.00

- 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 : _____




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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.
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/payees bank accounts. Accounts Information will be requested once the supplier qualifies from the initial evaluation.
11. 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/payees account.
12. Please send your QUOTATION/CANVASS to the above address or thru email at lobolm@sss.gov.ph or ruilesmp@sss.gov.ph 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,


LYDIA C. CERENO
Chairperson, BAC Division

PLEASE SIGN YOUR :

NAME : _____

BUSNAME : _____

ADD : _____

SS EMPLOYER ID NO : _____

TIN NO. : _____

TEL/FAX NO. : _____

SHIRT DESIGN FOR MEMBERS' DAY



SPECIFICATIONS	
Color	Blue with red piping
Material	Cotton
Size	Assorted Sizes
Printing	Silkscreen printing of logos (front and back)
Packaging	Individual Plastic
Quantity	250 pcs.
Delivery	7 calendar days after approval of actual sample
Delivery Address	SSS East Avenue, Diliman, Quezo City