



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8433608  
**Procuring Entity** SOCIAL SECURITY SYSTEM - WESTERN VISAYAS DIVISION 1  
**Title** MESSENGERIAL COURIER SERVICES OF VISAYAS WEST 1 DIVISION BRANCH OFFICES AND UNIT FOR YEAR 2022  
**Area of Delivery** Negros Occidental

<b>Solicitation Number:</b>	VW1-2022-02-01	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	3
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Mail and Cargo Transport Services	<b>Document Request List</b>	0
<b>Approved Budget for the Contract:</b>	PHP 654,255.00		
<b>Delivery Period:</b>	11 Month/s	<b>Date Published</b>	16/02/2022
<b>Client Agency:</b>		<b>Last Updated / Time</b>	15/02/2022 16:29 PM
<b>Contact Person:</b>	MA. ISABEL PANGO SARMIENTO JUNIOR EXECUTIVE ASSISTANT 2nd Lacson St., Bacolod City Negros Occidental Philippines 6100 63-034-7090415 sarmientomp@sss.gov.ph	<b>Closing Date / Time</b>	23/02/2022 10:00 AM

#### Description

1 LOT MESSENGERIAL COURIER SERVICES OF VISAYAS WEST 1 DIVISION BRANCH OFFICES AND UNIT FOR YEAR 2022

OFFICE OF THE HEAD – VW1 Division -114,160.00  
 BACOLOD BRANCH - 87,937.00  
 BACOLOD EAST BRANCH - 27,967.00  
 BAGO BRANCH - 36,740.00  
 BAIS BRANCH - 59,917.00  
 DUMAGUETE BRANCH - 80,810.00  
 KABANKALAN BRANCH - 81,092.00  
 SAGAY BRANCH - 54,902.00  
 SAN CARLOS BRANCH - 52,022.00  
 VICTORIAS BRANCH - 58,708.00

GRAND TOTAL ABC = P 654,255.00

Name of Proponent – Visayas West 1 Division . Purchase Request dated February 9, 2022 received by LBAC dated 2/14/2022 with Purchase Request # 2022-010.

APP Details: (APP FY 2022; PAP No. 2022-327; Particulars: Messengerial Services; Various Offices; Mode of Procurement – NP-Small Value Procurement)

Specifications:

1. The service provider must have a reputable track record in a nationwide courier services for a minimum of 3 years and must have a satisfactory rating of performance if have entered into similar contract with the SSS.

2. The service provided must have the capacity to accomplish the following:

- Must pick up outgoing pouches between 3:30 P.M. to 4:30 P.M. at SSS Bacolod, SSS Bacolod East, and SSS Dumaguete branch offices during Mondays to Fridays and delivery if ever shall be made Mondays to Saturdays.
- Must pick-up outgoing pouches between 3:30 P.M. to 4:30 P.M. within a minimum of three (3) times a week at SSS Bago, SSS Bais, SSS Kabankalan, SSS Sagay, SSS San Carlos and SSS Victorias during Mondays to Fridays including the deliveries.
- Ensure the on time delivery of mails, packages and documents/publications based on the delivery period as stated in the attached Schedule of Requirements (Annex A).

3. Must have an online delivery tracking system.

4. Must provide a clear and durable pouches for its packaging, for easy identification and for the safety its content.

5. Must have entered into a similar contract with the other government agencies.

Please fill in your detailed quotation per branch/unit and total cost below. Overall total cost shall be reflected above. Take note that the number of pieces are only estimates and for QUOTATION purposes only. Unit price quoted shall be the basis of billing if award is made. Please be aware that the amount quoted which is higher than the ABC per branch/unit, and the resulting grand total amount thereof which is more than the grand total amount of ABC, shall disqualify your entry to participate as bidder for this particular procurement.

(refer to separate sheet)

#### **Other Information**

Delivery Terms: Shall be on staggered basis based on issued Job Order

Payment Terms: Government Terms ( Payment shall be on the actual services made or rendered and upon the submission of the billing statements and supporting documents).

Price validity : 3 months or during the duration of the contract.

**Created by** MA. ISABEL PANGO SARMIENTO

**Date Created** 15/02/2022

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