



Sir / Madam:

Please furnish us with your quotation on or before: **July 01, 2025** at 4:00 pm. for the following items:

ITEM NO.	PARTICULARS			QTY	UNIT	APPROVED UNIT COST		BID UNIT COST	BID TOTAL AMOUNT
(A)	(B)			(C)	(D)	(E)	(F)		
							C x E		
Purchase of Repair Works at Legarda Branch									
I	Site Preparation								
	1.0	Mobilization / Demobilization including safety signages and protective coverings for office furniture and equipment			1.00	lot	10,000.00	10,000.00	
	2.0	Temporary relocation and reinstallation of existing office furniture & equipment including relocation and reinstallation of existing power and datacom outlets affected by the work (including floor mounted AC)			1.00	lot	10,000.00	10,000.00	
	3.0	Stripping / Removal of existing floor tiles			1.00	lot	5,000.00	5,000.00	
	4.0	Cleaning of office space after work including hauling and disposal of waste/unusable materials and debris			1.00	lot	15,000.00	15,000.00	
	Sub-Total							40,000.00	
II	Tile Works								
	1.0	Supply and Installation of Vinyl Floor Tiles							
	1.1	Vinyl floor tiles, 300mm x 300mm x 3mm thick			1,919.00	pcs	126.09	241,966.71	
	1.2	Vinyl Tile Adhesive			18.00	gal	1,578.88	28,419.80	
	Sub-Total							270,386.51	
III	Specialty Works								
	1.0	Sunscreen Roller Shade: - Roll-up Polyester / Polymer Shade - Chain Operated Roller System - #10 Plastic or metal beads operating loop with upper and lower stops - Universal mounting brackets (Includes Hardware and Accessories), Provide Head Rail where Applicable - Extruded Aluminum Roller Tube Made with Alloy 6063-T5  Sunscreen Fabric Specifications: - Composition: 30% Polyester, 70% PVC - Openness factor: 1% - Thickness: 1.08mm - Weight: 810g/m² ± 5% - Tensile Strength= Warp 291.5kg / Weft 100.3kg - Tearing Strength= Warp 10.9kg / Weft 5.8kg - UV blockage: 98% - Fire Rating: U.S.A. NFPA 701 - Color Fastness (AATCC16-2003): Class 4.5 - Environmental Certifications: Oeko-Tex® Standard 100  Color: White (series 5000) or submit sample for approval  Note: Dismantling of existing roller shades is included							
	1.1	Size: 1.93m (W) x 1.0m (H) - Verify actual size, 6 sets (AMS Section)			124.62	sq.ft.	173.33	21,600.38	
	1.2	Size: 1.45m (W) x 1.0m (H) - Verify actual size, 2 sets (Conference room)			31.22	sq.ft.	173.33	5,411.36	
	1.3	Size: 1.21m (W) x 1.0m (H) - Verify actual size, 2 sets (Tellerling section)			26.04	sq.ft.	173.33	4,513.51	
	1.4	Size: 1.76m (W) x 1.0m (H) - Verify actual size, 6 sets (Storage & Stairs Area)			113.64	sq.ft.	173.33	19,697.22	
	1.5	Size: 1.32m (W) x 1.2m (H) - Verify actual size, 1 set (Office the Branch Head)			17.05	sq.ft.	173.33	2,955.28	
	1.6	Size: 2.03m (W) x 1.2m (H) - Verify actual size, 1 set (Office the Branch Head)			26.22	sq.ft.	173.33	4,544.71	
	1.7	Size: 0.88m (W) x 2.0m (H) - Verify actual size, 4 sets (Storefront)			75.76	sq.ft.	173.33	13,131.48	
	1.8	Size: 0.92m (W) x 2.0m (H) - Verify actual size, 6 sets (Storefront)			118.86	sq.ft.	173.33	20,602.00	
	Sub-Total				92,455.96				
	TOTAL ESTIMATED COST							402,842.47	
					W/ 5% Escalation for 2025		422,984.59		

COST BREAKDOWN :

I. SITE PREPARATION	Php	40,000.00
II. TILE WORKS	Php	270,386.51
III. SPECIALTY WORKS	Php	92,455.96
TOTAL ESTIMATED COST	Php	402,842.47
W/ 5% Escalation for 2025	Php	422,984.59

Payment Terms: Supplier shall be paid in accordance to Government Terms.  
Delivery Terms: 30 Calendar Days upon receipt of approved 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 SSS Binondo Branch, including 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.) Notarized Omnibus Sworn Statement
- 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.

This is to certify that my Company is updated in the payment of contributions and loans to SSS and the data / quotation indicated are valid.

\_\_\_\_\_  
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.**

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.: \_\_\_\_\_

Bank Account No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Telephone Nos.: \_\_\_\_\_

Date Received: \_\_\_\_\_

Very truly yours,  
  
**DANIEL T. CAPUT**  
Chairperson, LBAC-NCR West Division