



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

CANVASS FORM
2025-July-01
July 16, 2025

NO.	PARTICULARS	NUMBER OF PAX (a)	APPROVED UNIT COST (b)	TOTAL APPROVED BUDGET FOR 10 MONTHS (a x b)	STATEMENT OF COMPLIANCE (Kindly indicate if Complied)	BID UNIT COST (per pax)	BID TOTAL COST (Bid unit cost x 207pax)
Purchase of Event Organizer on the Conduct of 2025 Family Day under NCR West Division ON October 18, 2025							
1	AM SNACKS	207	150.00	31,050.00		P	P
	LUNCH	207	300.00	62,100.00		P	P
	PM SNACKS	207	150.00	31,050.00		P	P
2	PRIZE FOR GAMES/CONTESTS: preferably cash	207	100.00	20,700.00		P	P
3	VENUE: preferably within NCR or nearby areas	207	800.00	165,600.00		P	P
TOTAL APPROVED BUDGET						P310,500.00	

Payment Terms: Government Terms
Delivery Terms: Day of the Event
Price Validity: 4 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.) 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