Republic of the Philippines
SOCIAL SECURITY SYSTEM
East Avenue, Diliman Quezon City * Trunkline Number: (+632) 8709 7198
Email: usssaptayo@sss.gov.ph * Website: www.sss.gov.ph

28 October 2026

Dear Sir / Madam,

Please furnish us with your quotation on or before **NOVEMBER 4, 2026 @ 1:30 PM** for the items listed in the attached **Request for Quotation (RFQ).**

Kindly accomplish **RFQ Form No. 26-10-192, 1 LOT, WATERPROOFING OF RM HALL ROOFDECK (1ST EXTENSION)** together with the **Supplier'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.

Respectfully yours,

ROSALYN D. AZUL-CONDAT
Department Manager III, BACSD

PHILGEPS REF. NO.: 100325
DATE PUBLISHED : 10/14/26
POSTED BY : RITA DIZON
POSTPONED : 10/22/26

REQUEST FOR QUOTATION (RFQ) FORM

RFQ Number	RFQ Date	ABC	APP NO.
26-10-192 (1ST EXTENSION)	**October 28, 2026**	**₱ 1,703,000.00**	**2026-1984**

Lot No. (a)	Qty. (b)	P A R T I C U L A R S (c)	Bid Cost / Breakdown Total Cost (As Read) (d)
1	**1 Lot**	**WATERPROOFING OF RM HALL ROOFDECK**	**₱ _____ (Inclusive of Vat)**

Total Offered Quotation (Inclusive of VAT) in words:

_____

_____

Please completely fill-out and submit this form together with
Annex A – Technical Specification / Scope Of Works (Statement of Compliance)
Annex B – Bill of Quantities
Annex C – Documentary Requirements
Annex D – Drawings

Validity of Quotation/Offer	• Ninety (90) Calendar Days from deadline of submission and opening of sealed quotation up to approval of award.
Delivery Terms	• To be rendered at SSS Main Building, East Avenue, Diliman, Quezon City • To be rendered within Ninety (90) Calendar Days from receipt of Approved Purchase Order / Job Order.
Payment Terms	• Government Terms • One-time payment. Payment shall be processed upon submission of complete billing documents. It shall be directly credited to the supplier's bank account. • SSS shall withhold the applicable taxes from the amount payable in accordance with the BIR Regulations. • The Official Receipt (OR) or Acknowledgement Receipt (AR) for payments received shall be submitted to the Cash Management Department within two (2) days from the receipt of notification of payment made, or from the date the payment is credited to your bank account, whichever is earlier.
General Conditions	• The supplier shall deliver the goods/services in accordance with the description and quantity specifications. • The supplier warrants that the Goods/Services are designated and suited for the requirement of SSS. • The pricing of the Goods/Services shall be in Peso and inclusive of Twelve Percent (12%) Value-Added Tax (VAT)

SUPPLIER'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 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. All prices must be rounded off to two decimal places. Any prices presented otherwise will be rounded off to two decimal places and arithmetically corrected during the evaluation process.
6. 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 considered unconfirmed and result to disqualification of bidder.**
7. 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.** Submissions not using the RFQ form shall be considered only if they fully address and certify compliance with all the stated requirements, terms, and conditions of this RFQ.
8. Quantity is subject to change but not to exceed the contract amount.
9. Award shall be on a **"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 **Bids and Awards Committee – Secretariat Department** at **8709-7198 local 3421 / 3425 / 3428 / 3429 / 3470 or direct line 89221070** or via e-mail **bac@sss.gov.ph / bacsealedquotations@sss.gov.ph .**
2. Supplier should indicate “COMPLY” or “NOT COMPLY” in the STATEMENT OF COMPLIANCE COLUMN, if applicable. 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 Bids and Awards Committee – Secretariat Department (BAC – SD), 11th Floor, SSS Main Bldg., East Ave., Diliman, Quezon City. It shall be addressed to DM Rosalyn D. Azul – Condat - Department Manager III of the BAC-SD.
   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) before or during the opening of bids which is scheduled on:

DATE: **NOVEMBER 4, 2026** TIME: **1:30 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 / SCOPE OF WORKS

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.

1 (ONE) LOT, WATER PROOFING OF RM HALL ROOFDECK
(SSS Main Building, East Avenue, Diliman, Quezon City)

<table>
<tr><th>Item</th><th colspan="3">Specification</th><th>Statement of Compliance</th></tr>
<tr><td>I</td><td>SCOPE OF WORKS</td><td colspan="2">The work contemplated under this contract shall consist of the furnishing of all materials, labor, tools and equipment, work permits including the satisfactory performance of all works necessary for the complete execution of all the work as shown on the specifications and other contract documents.

A. GENERAL REQUIREMENTS

1. Permits/Clearances (in-house), Construction plans/drawings and signed-and-sealed as-built plans (reproduction/printing, signing and sealing).
2. Temporary Facilities, Scaffoldings, Construction Signages, Safety equipment and other necessary items
3. Hauling and disposal of debris and waste materials including environmental, health and safety provision.

B. CIVIL / WATERPROOFING WORKS

1. Surface preparation on roof deck which include removal of existing waterproofing and concrete topping, prepping & grinding of concrete surfaces, routing, removal of concrete protrusions, cleaning of dust, dirt, grimes and other contaminants on concrete surface, correction of slope.
2. Repair of cracks & joints using epoxy/cementitious grout/mortar.
3. Supply & Installation of torch applied membrane waterproofing system at roofdeck.
4. Declogging of all drain inlet pipes including replacement of all inlet cover and repair/replacement of damaged inlet pipes & fittings.
5. Water Leak / Flood Testing.</td><td></td></tr>
<tr><td>II</td><td>MATERIALS SPECIFI-CATIONS</td><td>PARTICU-LARS</td><td>MATERIAL SPECIFICATION / DESCRIPTION
REMARKS</td><td></td></tr>
<tr><td></td><td></td><td>1. Surface Preparation and repair/restoration of concrete/ masonry surfaces</td><td>- Remove and dispose existing concrete topping as well as old waterproofing materials.
- Remove all dust, grimes, dirt and other contaminants on concrete that would prevent effective adhesion on surface.
- Scrape / remove adhesive, primer, grout, oil, grease and other contaminants on concrete surfaces and joints by mechanical means. Compressed air blow to wipe away dust and other foreign matters. Surface to be treated shall be thoroughly cleaned and dry. Check all traces of leaks such as cracks, connection of pipes and concrete, gaps/ joints and other possible sources</td><td></td></tr>
</table>

				- Clean/prepare/steel trowel horizontal and vertical concrete surfaces until said surface are smoothly finished, fully cured, dry clean and free of rubbish, loose or foreign materials. - Prepared surfaces shall be cured and kept wet by sprinkling with water at regular intervals for a period of at least 3 days and allow surface to actually set within 7 days. - When there is reasonable doubt as to the presence of moisture in the surface to be applied with membrane, expose the same direct to sunlight for another 2 days or heat all suspected area using blow torch. Correction of slopes shall be conducted to eliminate ponding and to ensure fast flowing of rain water towards drains.		
			2. Repair of cracks & joints	- For thin hairline cracks: cracks (0.25mm or under) shall not be opened or cut but the cracks shall be cleaned, filled and sealed with epoxy grout by using brush, trowel or putty knife. - For large cracks and voids: cracks shall be routed out along its entire length (to a depth not less than 6.35mm and a width of 9.5mm) and cleaned groove by vacuuming or blowing off all dust and loose particles and primed with pure epoxy-resin binder adhesive to ensure a weld bond after which the epoxy mortar shall be applied with a trowel or putty knife flush with the adjoining surface. - In case of deep cracks and cleavage: where the size of the opening permit, cracks shall be filled with epoxy grout by pumping epoxy resin mix under pressure into cracks, allowed to hardened, then the surface coated with epoxy mortar.	Follow manufactu-rer's instructions for material's application/installation **Submit sample for approval**	
			3. Supply & Installation of torch applied membrane waterproofing system at roofdeck	-Bitumen primer -Torch-on applied Atactic Polypropylene (APP) bituminous sheet waterproofing membrane, size 1 meter x 10 meter x 4mm thick.	Follow manufactu-rer's instructions for material's application/installation	

			-Cementitious sealant	**Submit sample for approval**
		-Bitumen primer shall be applied at a rate of approximately 0.13L/m2 prior to installation of waterproofing membrane. Allow the primer to dry for at least 1 hour at temperature 25°C and above, until the primed surface is tack free. At lower temperatures allow additional drying time to ensure a tack free surface. Priming should only be carried out on surfaces that will be covered with the membrane on the same day. -Waterproofing membrane must be laid to allow side laps of 100mm and end laps of 150mm. If membrane is to be spot bonded, full bonding must occur for 1m each side of end laps. Application of membrane is by torch bonding using suitable gas torch. Bonding is achieved by slowly unrolling the membrane whilst directing flame at the underside roll and melting the bitumen by moving the torch from left to right. Side laps must be welded with care. Correct welding will show a 4-8mm wide continous bead of bitumen along the lap. Side laps should be 100mm wide. Attention should be given to the end laps ensuring complete adhesion allowing 150mm overlaps. On completion of the membrane installation all exposed perimeter edges must be mechanically fixed or terminated under a flashing. -Warranty against defects/failure of the waterproofing membrane due to poor workmanship and inferior materials quality shall be for a period of **five (5) years** from the date of issuance of Certificate of Completion. The warranty shall be limited to the supply of material, labor and equipment necessary to repair the damages.		
		4. De-clogging and replace-ment of inlet cover and repair/re-place-ment of damaged inlet pipes and fittings	-Declogging of all drain pipes and inlets -uPVC drain pipes & fittings series 1000 -brass inlet drain cover	**Submit sample for approval**
		5. Water Leak / Flood Testing	After completion of the application of waterproofing materials, flood/leak testing shall be conducted for forty eight (48) hours. Provide zocalo along the perimeter area prior to the conduct of sectional leak/flood test.	
III	WORKMAN-SHIP	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 judgment, 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.	
IV	SITE EXAMINATION	Prospective bidders are required to conduct site inspection to determine all incidental materials and activities that are necessary to be furnished and executed to complete the project. 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. EFMD will issue certification of conducted project inspection by the supplier prior to submission of bid.	
V	PROTECTION OF WORK AND PROPERTY	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/repaired by the Contractor at their own expense, and it shall be done in a satisfactory and approved manner. 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.	
VI	SUBMITTALS	The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval of SSS Implementing Unit prior to installation or application.	
VII	QUALITY OF MATERIALS	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.	
VIII	CLEANING	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.	
IX	AS-BUILT PLAN & ELECTRONIC FILE	Three (3) sets as-built plans (11” x 17” or A3 paper size) duly signed and sealed by the Contractor’s Civil Engineer or Architect. The contractor shall likewise submit electronic file copy of as-built plan using AutoCAD software.	
X	DELIVERY TERMS	Ninety (90) calendar days from receipt of approved PO/JO. Payment shall be made upon 100% completion based on the date stated in the Certificate of Final Acceptance to be issued by the Engineering and Facilities Management Department and upon submission of billing documents.	

ANNEX B. BILL OF QUANTITIES

Kindly fill-out the Bill of Quantities (BOQ). Incompletely filled out BOQ 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.

ONE (1) LOT, WATER PROOFING OF RM HALL ROOFDECK
(SSS Main Building, East Avenue, Diliman, Quezon City)

Item No. (a)	Quantity / Unit of Measurement (b)	PARTICULARS (c)	Unit Cost (d)	Total Cost (e) = (b)*(d)
1	**General Requirements / Site Preparation**			
1.1	1 Lot	Signed and Sealed As-built plans		
1.2	1 Lot	Temporary Facilities, Scaffoldings, Construction Signages, Safety equipment and other necessary items		
1.3	1 Lot	Hauling and disposal of debris and waste materials including environmental, health and safety provision		
		SUB-TOTAL (1)		
2	**Waterproofing Works**			
2.1	1,050 sqm.	Surface preparation on roof deck which include removal of existing waterproofing, prepping & grinding of concrete surfaces, routing, removal of concrete protrusions, cleaning of dust, dirt, grimes and other contaminants on concrete surface and correction of slopes		
2.2	1,050 sqm.	Repair of cracks & joints using epoxy / cementitious grout / mortar		
2.3	1,050 sqm.	Supply & installation of torch applied membrane waterproofing system at roofdeck		
2.4	1 lot	Declogging of all drain inlet pipes including replacement of all inlet cover and repair / replacement of damaged inlet pipes & fittings.		
2.5	1 lot	Water Leak / Flood Testing		
		SUB-TOTAL (2)		
			Total Project Cost (Lot)	

ANNEX B. DOCUMENTARY REQUIREMENTS

DOCUMENTARY REQUIREMENTS

Instructions:

Submission of documentary requirements together with the sealed quotation, as follows:

a. Notarized Omnibus Sworn Statement (using GPPB-prescribed form) 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 ₱ 50,000.00).

   For verification purposes, the supplier may be required to provide the e-mail address and contact number of the commissioned lawyer who notarized the submitted OSS, SPA, or Secretary's Certificate during evaluation or post-qualification procedures.

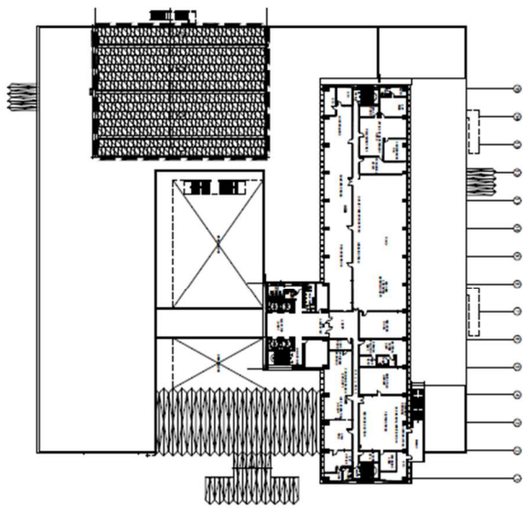
Suppliers who have previously been awarded contracts and have submitted the following requirements, provided that such documents remain valid, are no longer required to resubmit copies thereof:

b. Mayor's/Business Permit[1]
c. PhilGEPS Registration Number (Red Membership) or PhilGEPS Certificate (Platinum Membership)
d. Latest Annual Income / Business Tax Return (for ABCs above ₱ 500,000.00)

NOTE: Submitted documents are subject to verification and validation of its authenticity, genuineness, validity, and completeness. Incomplete submission, concealment, falsification, or misrepresentation of any of the documents submitted, or the contents thereof is a ground for disqualification of submitted quotation.

[1] For individuals engaged through the Scientific, Scholarly, or Artistic Work, Exclusive Technology and Media Services and Highly Technical Consultants Modes of Procurement, only the Bureau of Internal Revenue (BIR) Certificate of Registration shall be submitted in lieu of Department of Trade and Industry (DTI) Registration and Mayor's Permit. Item 4.5 GPPB Circular 06-2026.

WATERPROOFING OF RM HALL ROOFDECK



1 A-01 KEYPLAN SCALE 1:1000 M.

REMOVE EXISTING WATERPROOFING, REPAIR OF CRACKS AND JOINTS USING PRESSURIZED EPOXY INJECTION / MORTAR

DECLOGGING OF ALL DRAIN INLET PIPES INCLUDING REPLACEMENT OF ALL INLET COVER AND REPAIR /REPLACEMENT OF DAMAGED INLET PIPES & FITTINGS, INCLUDING WATER LEAK / FLOOD TESTING

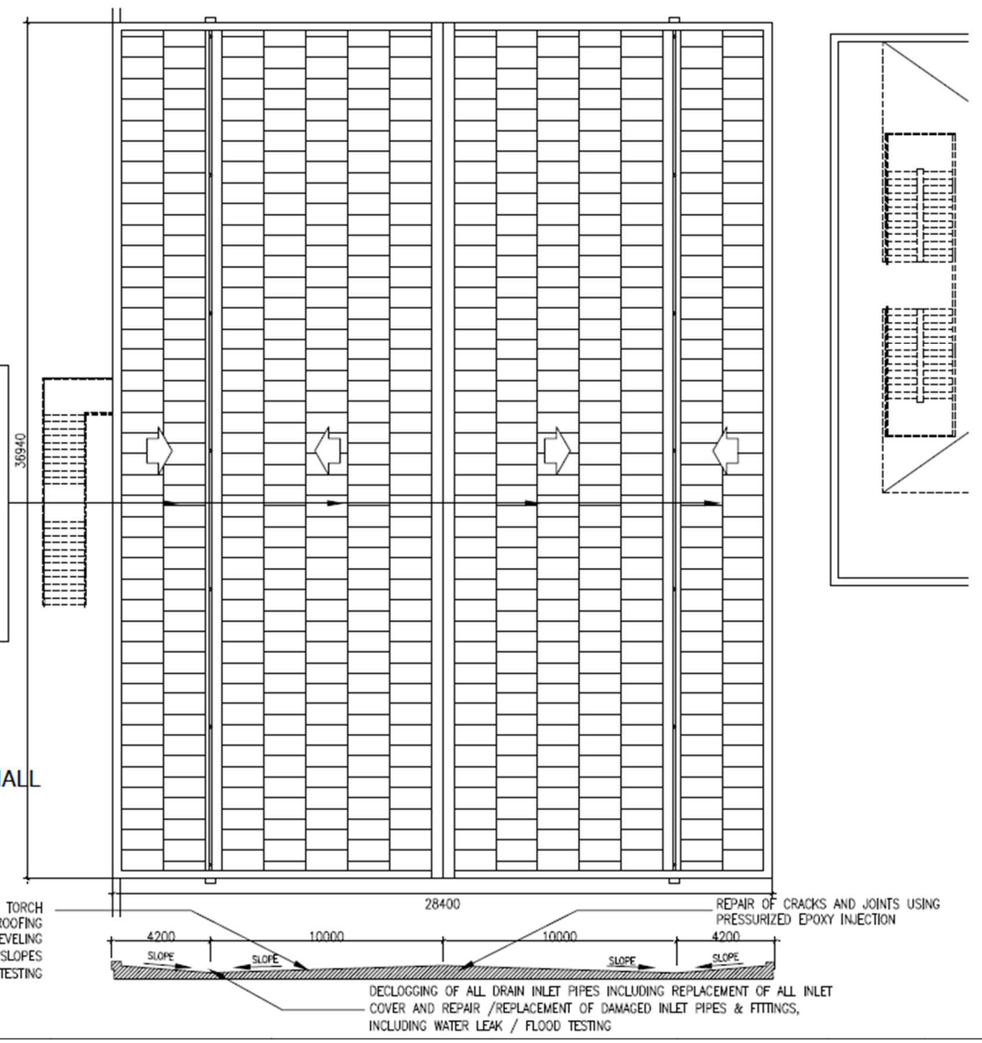
TWO (2) COATS PIGMENTED COLOR & UV STABLE ALIPHATIC POLYURETHANE, TOP COAT (300 MICRONS THK) WITH SILICA SAND

TWO (2) COATS LIQUID APPLIED POLYURETHANE WATER PROOFING

ONE (1) COAT WATER BORNE EPOXY PRIMER

RAMON MAGSAYSAY HALL

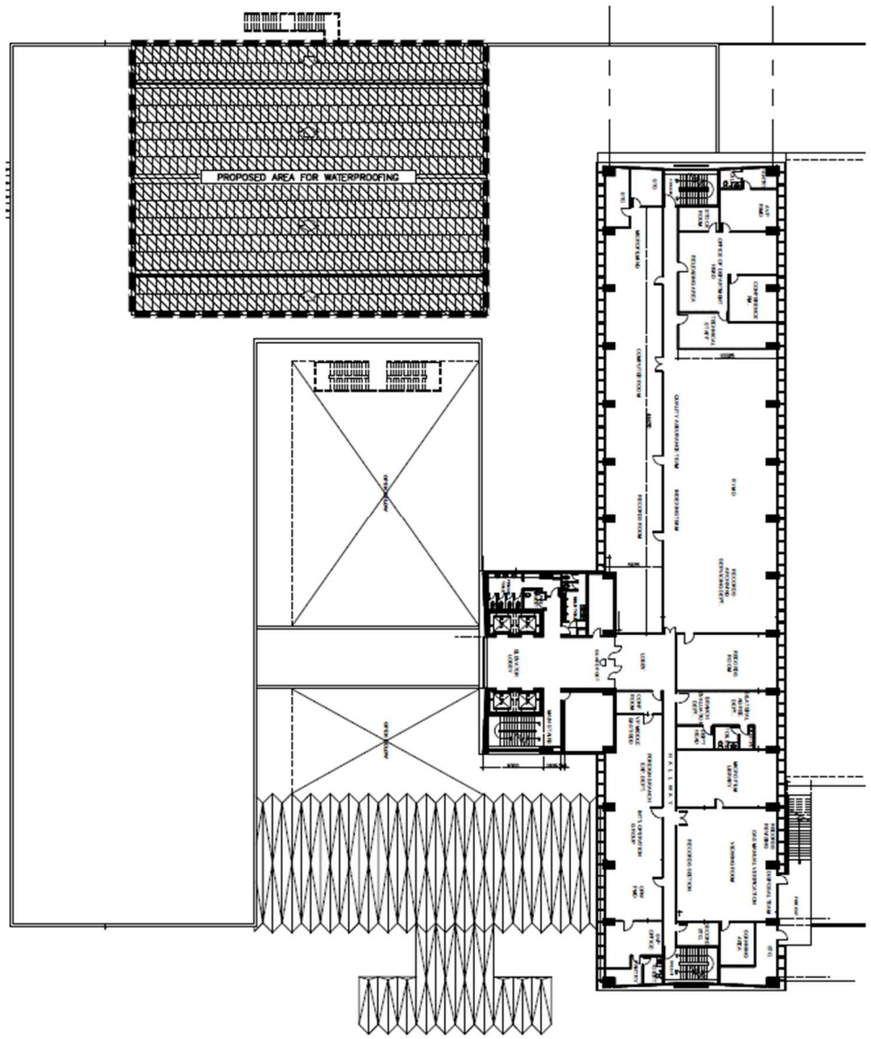
2 A-01 ROOF PLAN SCALE 1:300 M.



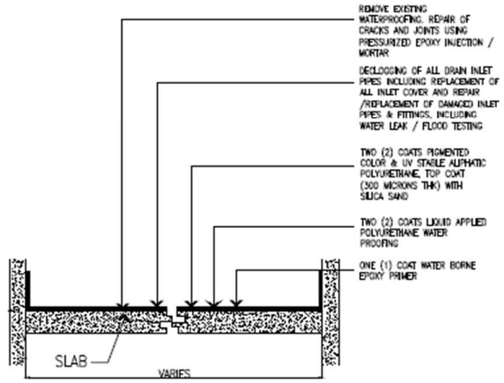
SUPPLY AND INSTALLATION OF TORCH APPLIED MEMBRANE WATERPROOFING SYSTEM INCLUDING CONCRETE LEVELING / TOPPING, CORRECTION OF SLOPES AND WATER LEAK / FLOOD TESTING

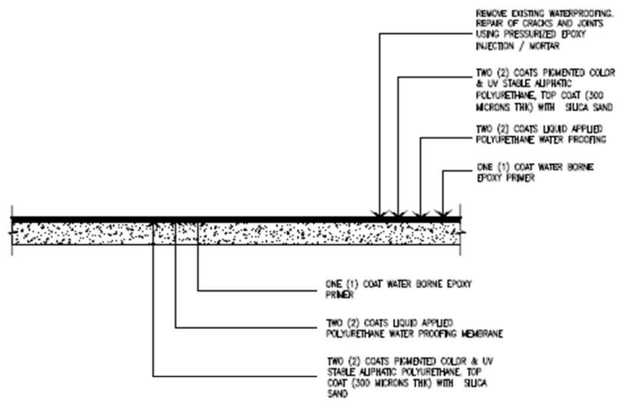
REPAIR OF CRACKS AND JOINTS USING PRESSURIZED EPOXY INJECTION

DECLOGGING OF ALL DRAIN INLET PIPES INCLUDING REPLACEMENT OF ALL INLET COVER AND REPAIR /REPLACEMENT OF DAMAGED INLET PIPES & FITTINGS, INCLUDING WATER LEAK / FLOOD TESTING



1 A-02 KEYPLAN
SCALE 1:500 M.





RAMON MAGSAYSAY HALL ROOF DECK

2 A-02 WATERPROOFING DETAILS
SCALE 1:300 M.