



PHILGEPS REF. NO. \_\_\_\_\_  
 DATE POSTED: \_\_\_\_\_  
 POSTED BY: \_\_\_\_\_

Sir / Madam:

Please furnish us with your quotation on or before: \_\_\_\_\_ at 4:00 pm. for the following items:

NO.	QUANTITY	PARTICULARS	UNIT COST	TOTAL COST
	14	TRANSFER OF (14) AIRCONDITIONING UNITS INSTALLED IN SSS PASAY ROXAS BRANCH OFFICE TO THE PROPOSED RELOCATION SITE	P	P
TECHNICAL SPECIFICATION:			STATEMENT OF COMPLIANCE	
1	7	6HP Floor Mounted AC Units	P 566,752.70	
2	5	4HP Floor Mounted AC Units	P 371,613.98	
3	2	2HP Wall Mounted AC Units	P 57,875.06	
Approved Budget (ABC)			P	996,241.75

Payment Terms: Supplier shall be paid in accordance to Government Terms.  
 Delivery Terms: 15 Calendar Days upon receipt of approved Purchase Order/Job Order.  
 Price Validity: Three (3) Months

**Notes:**

- 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 G. 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 232 Padilla delos Reyes Bldg., Juan Luna St., Binondo, Manila, 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
- 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**.

Very truly yours,

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.: \_\_\_\_\_  
 Fax No.: \_\_\_\_\_  
 Date Received: \_\_\_\_\_

By:

\_\_\_\_\_  
**DANIEL T. CAPUT**  
 Chairman, LBAC-NCR West Division

\_\_\_\_\_  
**ELLEN GRACE P. MARTINEZ**  
 Secretariat

**GENERAL CONDITIONS**

1. For uniformity and evaluation purposes, a bidder shall adhere to the herein prescribed format of BOQ, specifically in the formula for computation, given quantity and inclusive pay items. Any deviation from the format shall be a ground for disqualification of bid.
2. Each bidder shall be provided with hard copy of the BOQ Form (attached in the PBD) and an electronic copy (CD) for faster and easier encoding. The hard copy shall serve as the bidder's reference as to completeness of work items, quantity, formula, format, etc. in the BOQ Form considering that the electronic copy is prone to alterations during encoding. Any discrepancy on the contents (specially on the quantity and inclusive pay items) between the hard copy and electronic copy, the contents of the hard copy shall prevail.
3. Bidders are not allowed to include any pay items that were not indicated in the hard copy of BOQ. In instances where necessary work items are inadvertently left out in BOQ Form, a bidder should make a written query to the Bids and Awards Committee so that the same shall be addressed in the Bid Bulletin which will be issued to all participating bidders.
4. Bidders shall include in the detailed estimate the breakdown of materials & labor for quantities specified in LOT (unit of measure) in BOQ
5. Mark-up / Indirect Cost as indicated in the Summary of Estimates shall include the following:  
**Overhead Expenses** such as office expenses, supervision, transportation allowances, and financing costs (premium on CARI, Bid Security, Performance Security, Surety for Advance payment, Warranty Bond)

**Contingencies, Miscellaneous Expenses and Contractor's Profit Margin**

**SUBMITTED BY:**

Name of Bidder : \_\_\_\_\_  
Company Representative : \_\_\_\_\_  
Address : \_\_\_\_\_  
Telephone Number : \_\_\_\_\_  
Date : \_\_\_\_\_

**BID BREAKDOWN**

Date :

**PROJECT** : Transfer of (14) Air-Conditioning Units installed in SSS Pasay - Roxas Branch Office  
to the Proposed Relocation Site  
**LOCATION** : Seascape Village, Atang Dela Rama cor. Zolio Hilario St., CCP Complex, Pasay City  
**SUBJECT** : BILL OF QUANTITIES

ITEM NO.	DESCRIPTION	QTY	UNIT	MATERIALS COST		LABOR COST		DIRECT COST	MARK-UP	VAT (12% DC&MU)	INDIRECT COST	TOTAL COST
				UNIT	TOTAL	UNIT	TOTAL					
1	Dismantling, Relocation and Reinstallation of Seven (7) 6HP Floor Mounted Air-Conditioning Units at the following areas: - Medical Evaluation Section (ACU 101) - Seating Area (ACU's 201, 202 and 203) - Benefits Section Counters (ACU 204) - Teller Section (ACU 205) - Benefits Section Backroom (ACU 206)											
1.1	Equipment											
1.1.1	6HP Floor Mounted Inverter Split Type Air - Conditioning Daikin Brand, with Horizontal Discharge Air-Cooled Condensing Unit, 230V, Single Phase, 60Hz including corresponding Enclosed Circuit Breakers (ECB)	7	sets									
1.2	Installation Works											
1.2.1	Suction Copper Pipe for 6HP Daikin Inverter A/C Unit Hard-drawn, 20ft/length	46	lgs									
1.2.2	Discharge Copper Pipe for 6HP Daikin Inverter A/C Unit Hard-drawn, 20ft/length	46	lgs									
1.2.3	Copper Tube Fittings	1	lot									
1.2.4	Refrigerant (R - 32)	70	kgs									
1.2.5	Pipe Insulation for Suction Line, 6ft/g	152	lgs									
1.2.6	Pipe Insulation for Discharge Line, 6ft/g	152	lgs									
1.2.7	Polyethylene Film Cladding, 4" (white tape)	46	rolls									

ITEM NO.	DESCRIPTION	QTY	UNIT	MATERIALS COST		LABOR COST		DIRECT COST	MARK-UP	VAT (12% DC&MU)	INDIRECT COST	TOTAL COST
				UNIT	TOTAL	UNIT	TOTAL					
1.3	Electrical Works											
1.3.1	1/2inØ PVC Conduit	156	lgs									
1.3.2	3/4inØ Liquid Tight Flexible Conduit	28	mtrs									
1.3.3	Fittings and other accessories	1	lot									
1.3.4	Communication Wiring, Royal Cord #14, 4-Core	276	mtrs									
1.3.5	Grounding Wire, 2.0mm <sup>2</sup> Ø THHN Wire, Lead-Free	222	mtrs									
1.3.6	Feeder Line, 8.0mm <sup>2</sup> Ø THHN Wire, Lead-Free	444	mtrs									
1.4	Other Works to Complete the Installation											
1.4.1	Platform and Mounting Brackets for both units and Supports for both units and refrigerant lines	1	lot									
	1.4.1a. 50 x 50 x 3mm Thick Angle Bar											
	1.4.1b. Threaded Rod with Clamp											
	1.3.4.1c. Welding Rod											
	1.4.1d. Nuts and Bolts											
	1.4.1e. Neoprene Pads											
	1.4.1f. Supports											
	1.4.1g. Others to complete the installation											
	1.4.2 Nitrogen Gas and Flushing Agents	1	lot									
	1.4.3 Welding works including appropriate supports, fittings and other consumables	1	lot									
	1.4.4 PVC Drain Pipe Connection with proper clean-out	1	lot									
	1.4.5 Testing and Commissioning	1	lot									
	1.4.6 Miscellaneous items and services	1	lot									
	<b>SUB TOTAL</b>											
<b>2</b>	Dismantling, Relocation and Reinstallation of Five (5) 4HP Floor Mounted Air-Conditioning Units at the following areas: - Accounts Management Section (ACU's 207 and 208) - Administrative Section (ACU 209)											

ITEM NO.	DESCRIPTION	QTY	UNIT	MATERIALS COST		LABOR COST		DIRECT COST	MARK-UP	VAT (12% DC&MU)	INDIRECT COST	TOTAL COST
				UNIT	TOTAL	UNIT	TOTAL					
	- e - Terminals (ACU 210)											
	- ABH Area and Benefits Section Backroom (ACU 211)											
2.1	Equipment											
2.1.1	4HP Floor Mounted Inverter Split Type Air - Conditioning	5	sets									
	Daikin Brand, with Horizontal Discharge Air-Cooled											
	Condensing Unit, 230V, Single Phase, 60Hz											
	Including corresponding Enclosed Circuit Breakers (ECB)											
2.2	Installation Works											
2.2.1	Suction Copper Pipe for 4HP Daikin Inverter A/C Unit	31	lgs									
	Hard-drawn, 20ft/length											
2.2.2	Discharge Copper Pipe for 4HP Daikin Inverter A/C Unit	31	lgs									
	Hard-drawn, 20ft/length											
2.2.3	Copper Tube Fittings	1	lot									
2.2.4	Refrigerant (R - 32)	45	kgs									
2.2.5	Pipe Insulation for Suction Line, 6ft/lg	104	lgs									
2.2.6	Pipe Insulation for Discharge Line, 6ft/lg	104	lgs									
2.2.7	Polyethylene Film Cladding, 4" (white tape)	31	rolls									
2.3	Electrical Works											
2.3.1	1/2inØ PVC Conduit	109	lgs									
2.3.2	1/2inØ Liquid Tight Flexible Conduit	20	mtrs									
2.3.3	Fittings and other accessories	1	lot									
2.3.4	Communication Wiring, Royal Cord #14, 4-Core	189	mtrs									
2.3.5	Grounding Wire, 2.0mm <sup>2</sup> Ø THHN Wire, Lead-Free	160	mtrs									
2.3.6	Feeder Line, 5.5mm <sup>2</sup> Ø THHN Wire, Lead-Free	320	mtrs									
2.4	Other Works to Complete the Installation											
2.4.1	Platform and Mounting Brackets for both units and	1	lot									
	Supports for both units and refrigerant lines											
	2.4.1a. 50 x 50 x 3mm Thick Angle Bar											
	2.4.1b. Threaded Rod with Clamp											

ITEM NO.	DESCRIPTION	QTY	UNIT	MATERIALS COST		LABOR COST		DIRECT COST	MARK-UP	VAT (12% DC&MU)	INDIRECT COST	TOTAL COST
				UNIT	TOTAL	UNIT	TOTAL					
	2.4.1c. Welding Rod											
	2.4.1d. Nuts and Bolts											
	2.4.1e. Neoprene Pads											
	2.4.1f. Supports											
	2.4.1g. Others to complete the installation											
	2.4.2 Nitrogen Gas and Flushing Agents	1	lot									
	2.4.3 Welding works including appropriate supports, fittings and other consumables	1	lot									
	2.4.4 PVC Drain Pipe Connection with proper clean-out	1	lot									
	2.4.5 Testing and Commissioning	1	lot									
	2.4.6 Miscellaneous items and services	1	lot									
	<b>SUB TOTAL</b>											
<b>3</b>	Dismantling, Relocation and Reinstallation of Two (2) 2HP Wall Mounted Air-Conditioning Units at the following areas: - Conference Room (ACU 212) - Office of the Branch Head (ACU 213)											
3.1	Equipment											
3.1.1	2HP Wall Mounted Inverter Split Type Air - Conditioning Daikin Brand, with Horizontal Discharge Air-Cooled Condensing Unit, 230V, Single Phase, 60Hz including corresponding Enclosed Circuit Breakers (ECB)	2	sets									
3.2	Installation Works											
3.2.1	Suction Copper Pipe for 2HP Inverter A/C Unit Hard-drawn, 20ft/length	1	lg									
3.2.2	Discharge Copper Pipe for 2HP Inverter A/C Unit Hard-drawn, 20ft/length	1	lg									
3.2.3	Copper Tube Fittings	1	lot									
3.2.4	Refrigerant (R - 32)	12	kgs									
3.2.5	Pipe Insulation for Suction Line, 6ft/lg	4	lgs									
3.2.6	Pipe Insulation for Discharge Line, 6ft/lg	4	lgs									
3.2.7	Polyethylene Film Cladding, 4" (white tape)	1	roll									
3.3	Electrical Works											
3.3.1	1/2inØ PVC Conduit	29	lgs									

ITEM NO.	DESCRIPTION	QTY	UNIT	MATERIALS COST		LABOR COST		DIRECT COST	MARK-UP	VAT (12% DCA&MU)	INDIRECT COST	TOTAL COST
				UNIT	TOTAL	UNIT	TOTAL					
3.3.2	1/2inØ Liquid Tight Flexible Conduit	8	mtrs									
3.3.3	Fittings and other accessories	1	lot									
3.3.4	Communication Wiring, Royal Cord #14, 4-Core	6	mtrs									
3.3.5	Grounding Wire, 2.0mm <sup>2</sup> Ø THHN Wire, Lead-Free	87	mtrs									
3.3.6	Feeder Line, 5.5mm <sup>2</sup> Ø THHN Wire, Lead-Free	174	mtrs									
3.4	Other Works to Complete the Installation											
3.4.1	Platform for outdoor units, Mounting Brackets and Supports for both units and refrigerant lines	1	lot									
	3.4.1a. 50 x 50 x 3mm Thick Angle Bar											
	3.4.1b. Threaded Rod with Clamp											
	3.4.1c. Welding Rod											
	3.4.1d. Nuts and Bolts											
	3.4.1e. Neoprene Pads											
	3.4.1f. Supports											
	3.4.1g. Others to complete the installation											
3.4.2	Nitrogen Gas and Flushing Agents	1	lot									
3.4.3	Welding works including appropriate supports, fittings and other consumables	1	lot									
3.4.4	PVC Drain Pipe Connection with proper clean-out	1	lot									
3.4.5	Testing and Commissioning	1	lot									
3.4.6	Miscellaneous items and services	1	lot									
	<b>SUB TOTAL</b>											
	<b>TOTAL PROJECT COST</b>											