



Republic of the Philippines
SOCIAL SECURITY SYSTEM
 Office of the Vice President
 Luzon North 1 Division
BIDS AND AWARD COMMITTEE

CANVASS FORM NO:

BACD LN1D-21C-018

March 5, 2021

Date

OPEN CANVASS

Sir / Madam:

Please furnish us with your quotation on or before **March 9, 2021** at **9:00 AM** for the following items. Submit the fully accomplished RFQ with the complete attachment indicated below (Notes 2 & 4) to the Administrative Section of SSS Vigan Branch, Chan Bldg., Bonifacio cor., Sikatuna Sts., Vigan City or to the BACD Secretariat at 2/F SSS Baguio Bldg., Harrison Road, Baguio City.

For consideration with the difficulty in the access of courier services, you may also submit thru electronic mail by sending a scanned clear copy of documents mentioned above in PDF Format at tugasje@sss.gov.ph. Original copies shall follow as soon as practicable or as required by the procuring entity.

No.	Quantity	PARTICULARS	Unit Cost (PER LOT)	TOTAL COST
1	1 LOT	Procurement of services for the Dismantling, Hauling and Re-installation of two (2) 3TR Floor Mounted Air Conditioning Units of SSS Vigan Branch Office to Relocation Site at 2nd Floor, UNP Town Center, Tamag, Vigan City	Php	Php
		(Please see and conform to the attached Scope of Works & Technical Specifications, and accomplish the attached Bill of Quantities)		
		Price must be inclusive of EWT & VAT Approved Budget for the Contract: Php 96,843.88		

Delivery Terms: Within 7 calendar days from receipt of approved Letter Order/Job Order/Purchase Order

Payment Terms: Supplier shall be paid in accordance to Government Terms. Shall be paid thru check.

Price validity: Three (3) Months

Very truly yours,

JAN NEILSON E. TUGAS
 BACD Secretariat

Canvassed by:

(Signature over Printed Name)

Position: _____ DATE: _____

NOTE/S:

- The winning bidder for procurements/projects with Approved Budget for the Contract (ABC) of 100,000.00 and above is required to post a Performance Bond from receipt of Notice of Award equivalent to 5% (for Goods & Consulting Services) and 10% (for infrastructure Projects) Cash or cashier's/manager's check issued by a Universal or Commercial Bank; Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank. 30% if Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. **Performance Bond is MANDATORY in case of INFRASTRUCTURE Project.**
- The supplier is required to indicate its PhilGeps Registration Number on the Canvass Form especially if the ABC of the project is P50,000.00 and below. **Attach the Philgeps Registration Certificate if the project is with ABC equal and/or greater to P50,000.01.**
- The SSS shall withhold the applicable taxes from the amount payable in accordance with the BIR regulations.
- The Current Mayor's Permit/Business Permit or receipt of payment; DTI, Sec Registration, CDA, whichever is applicable; Certificate of Registration with BIR (BIR Form 2303); PhilGeps Registration Number/Certificate shall be submitted together with your quotation. The Omnibus Sworn Statement shall be submitted immediately upon request of the procuring branch/dept. (for project with ABC of P50,000.00 up to P100,000.00) or upon request of the BAC-D after the evaluation (for project with ABC of P100,000.01 and above). If corporation/partnership, the Omnibus Sworn Statement shall be accompanied by a Partnership Resolution/Board Resolution & Secretary's Certificate. **Non-submission of the foregoing documents shall be a ground for disqualification.**
- For clarification of details, please call Ms. Glynna A. Galito at Tel. No. (077) 722-2686.

Reminder : Price quotation should be made with extra care taking into account the specification and unit of quantity to avoid errors. The supplier binds himself/herself to this quotation's TERMS & CONDITIONS.

This is to certify that the data and quotation indicated on this form are valid/true & correct.

Owner/Company Representative
 (Signature over Printed Name)

 (Date Received/Signed)

Name of Business: _____

Business Address: _____

SSS Employer Number : _____ Contact Number : _____

PhilGEPS Registration No. _____ Email Address : _____

T.I.N. No.: _____

ENGINEERING & FACILITIES MANAGEMENT DEPARTMENT

PROJECT : Dismantling, Hauling and Re-installation of Two (2) 3TR Floor Mounted Air - Conditioning Units for the Proposed Relocation Site of SSS Vigan Branch Office

LOCATION : 2nd Floor UNP Town Center, Vigan City, Ilocos Sur

DATE : March 2, 2021

SCOPE OF WORK

A. MECHANICAL:

1. Dismantling of two (2) existing 3TR Package Type Air-conditioning sets (Daikin brand) including its enclosed circuit breakers haul them to the proposed relocation site of SSS Vigan Branch located at 2nd Floor UNP Town Center, Vigan City, Ilocos Sur.
2. Install the air - conditioning units per proposed air – conditioning layout of the proposed relocation site.
3. Fabricate and install platform base for the indoor & outdoor units. Rubber pads should be provided on the platform to absorb and reduce the vibration/ noise of the units.
4. Supply and installation of brand new refrigerant pipes (For refrigerant pipe sizes, please refer to manufacturer's data) wrapped in 3/4" rubber insulator and polyethylene film cladding and secured by hangers fixed on a stable structure.
5. Supply condensate drain pipes and fittings and should be connected to the nearest floor drain.
6. Flushing the system with nitrogen gas, leak testing, vacuum the system and charged with refrigerant, R-410a.
7. Restore any affected area of the building caused by the installation to its original and aesthetic appearance.
8. Supply and installation of miscellaneous materials to complete the project.

B. ELECTRICAL

1. Supply and installation of brand new electrical wires for feeder lines from the air – con power panel to the outdoor units and control wires from outdoor units to indoor units.
2. Install the dismantled Enclosed Circuit Breakers (ECB)
3. All brand new wires should be insulated by PVC Pipes and fittings and wrapped it together with the copper tubing by polyethylene film cladding.
4. Supply and installation of other incidental electrical materials to complete the whole job.

TECHNICAL SPECIFICATIONS

1. Air-conditioning Units – for relocation and re-installation
2. Rubber insulation shall be 3/4" thick
3. Refrigerant pipes: hard-drawn
4. Refrigerant: R-410a
5. Wires and cables: THHN, Lead-free
6. Electrical Conduits and Fittings: PVC for indoor and Liquid-tight for outdoor

GENERAL CONDITIONS

1. Prospective bidders are required to conduct site inspection to determine all necessary considerations and include the same in their proposal of any incidentals, materials and activities those are necessary to be furnished and executed to complete the project. Submit brochures of Air-conditioner brand being offered.
2. Extra precautionary measures shall be observed. Otherwise, any damage incurred due to the fault of the contractor shall be replaced with a new one for the account of the supplier/contractor.
3. Prior to the implementation of the project, the contractor is required to present to the Branch Head or his/her authorized representative all the materials required for the installation and repair job to determine that all technical specifications are complied with.
4. The completed project shall be presented to the Branch Head for acceptance provided with complete documents including the actual record of the operating parameters such as voltage, current and pressure reading of the air-conditioning unit. The actual record of the operating parameters shall be conducted by the winning contractor in the presence of SSS representatives.
5. Material Warranty – one (1) year against any material defect and workmanship effective from the date of acceptance.
6. Certificate of Completion and Acceptance (CCA) shall be issued after due observation of the equipment's performance. Duly accomplished (CCA) shall be issued by the Branch Head & Cluster Head prior to the release of payment.
7. Completion- fifteen (15) calendar days from receipt of approved Job Order/ Purchase Order.

Prepared by:



ANTONIO V. TRINOS, JR
Senior Engineer

CONFORME:

Supplier's Authorized Representative
(Signature over printed name)

SUBJECT

: Bill of Materials for the Dismantling, Hauling and Re-installation of Two(2) 3TR Floor Mounted Air - Conditioning Units for the Proposed Relocation Site of SSS Vigan Branch Office

LOCATION

: 2nd Floor UNP Town Center, Tamaq, Vigan City, Ilocos Sur

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, Hauling and Re-installation of Two (2) 3TR											
	Floor Mounted Split - Type Air - Conditioning Units											
	Installed in the existing SSS Vigan Branch Office											
1.1	Equipment											
1.1.1	Dismantling, Hauling and Re-installation of Existing 3TR	2	sets	-	-	-	-	-	-	-	-	-
	Daikin Brand Floor Mounted Air-Conditioning Units											
	including their ECB's from old SSS Vigan Branch Office											
	to the following locations in the proposed relocation site											
	- Medical Evaluation Center (ACU 205)											
	- MSS Backroom (ACU 208)											
1.1.2	Filter Drier for 3TR AC	2	pcs	-	-	-	-	-	-	-	-	-
1.2	Installation Works											
1.2.1	Suction Copper Pipe for 3TR Daikin A/C Unit	6	lgs	-	-	-	-	-	-	-	-	-
	Hard-drawn, 20ft/length											

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				UNIT	TOTAL	UNIT	TOTAL					
1.2.2	Discharge Copper Pipe for 3TR Daikin A/C Unit	6	lgs		-		-	-	-	-	-	-
	Hard-drawn, 20ft/length											
1.2.3	Copper Tube Fittings	1	lot		-		-	-	-	-	-	-
1.2.4	Refrigerant (R-410a)	10	kgs		-		-	-	-	-	-	-
1.2.5	Pipe Insulation for Suction Line, 6ft/lg	19	lgs		-		-	-	-	-	-	-
1.2.6	Pipe Insulation for Discharge Line, 6ft/lg	19	lgs		-		-	-	-	-	-	-
1.2.7	Polyethylene Film Cladding, 4" (white tape)	6	rolls		-		-	-	-	-	-	-
1.3	Electrical Works											
1.3.1	1/2inØ PVC Conduit	25	lgs		-		-	-	-	-	-	-
1.3.2	1/2inØ Liquid Tight Flexible Conduit	8	mtrs		-		-	-	-	-	-	-
1.3.3	Fittings and other accessories	1	lot		-		-	-	-	-	-	-
1.3.4	Control Wiring, Royal Cord #14, 4-Core	35	mtrs		-		-	-	-	-	-	-
1.3.5	Grounding Wire, 2.0mm ² THHN Wire, Lead-Free	48	mtrs		-		-	-	-	-	-	-
1.3.6	Feeder Line, 5.5mm ² Ø THHN Wire, Lead-Free	96	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											
	1.4.1c. 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		-		-	-	-	-	-	-

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					
1.4.3	Welding works including appropriate supports, fittings and other consumables	1	lot		-			-	-	-	-	-
1.4.4	PVC Drain Pipe Connection with proper clean-out including chipping, embedding of new drain pipes and restoration of affected areas	1	lot		-			-	-	-	-	-
1.4.5	Testing and Commissioning	1	lot		-			-	-	-	-	-
1.4.6	Miscellaneous items and services	1	lot		-			-	-	-	-	-
	SUB TOTAL											
	TOTAL PROJECT COST											

Submitted by:

SUPPLIER : _____
ADDRESS : _____
CONTACT NUMBER : _____