



Republic of the Philippines
SOCIAL SECURITY SYSTEM
 East Avenue, Diliman, Quezon City

REQUEST FOR QUOTATION

2021-0002

SEALED QUOTATION FORM

January 19, 2021 PHILGEPS REF. NO. 7423130
 Date DATE POSTED 01/21/21
POSTED BY: AMY

Sir / Madam:

Please furnish us with your quotation on or before **January 26, 2020 @ 5:00PM** for the following items:

No.	Quantity	PARTICULARS	Unit Cost	Total Cost
1	12 months	Hiring of Service Provider for the Supply of Labor, Tools & Materials for the Water Treatment for Three (3) Cooling Tower Units & Two (2) Chiller Units for a period of One (1) year located at SSS Makati Bldg, Ayala Ave. cor. Rufino St. Makati City ABC : P18,750.00/month <i>(Please see attached Scope of Works/TOR, & Bill of Quantities)</i> GRAND TOTAL ABC = P 225,000.00 EFMD – Memo dated 01-11-2021 & JO# 1005-21 dated 01-06-2021 received by PPMD on 01-18-2021 with Request No. 2021-0007 [APP FY 2021, Original - #104 One (1) Year Water Treatment of Chillers and Cooling Towers	P _____/mo.	P _____

DELIVERY TERMS: One (1) year upon receipt of approved Job Order.

Payment Terms: Government Terms (Payment is upon delivery of items / services & submission of billing documents.

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 from receipt of Notice of Award equivalent to 5% Cash (Goods & Consulting Services) & 10% Cash (Infrastructure), Cashier's / Manager's Check, Bank Guarantee / Draft or 30% Surety Bond callable upon demand, of the contract price.
- 2.) **Supplier is required to indicate his PhilGeps Registration Number on the Request For Quotation Form.**
- 3.) SSS shall withhold the applicable taxes from the amount payable in accordance with the BIR regulations.
- 4.) **Alternative offer is not allowed.**
- 5.) **Quantity is subject to change but not to exceed of the approved PO.**
- 6.) **Please submit the accomplished Request for Quotation (RFQ) Form before the closing date at PPMD 2nd flr. SSS Main Bldg., East Ave., Quezon City. Submit in Sealed Envelope address to Ms. VIOLETA V. JAVAR – Acting Head, Procurement Planning & Management Department and indicate the RFQ Form number, company name, name of company representative, business address and contact details.**
- 7.) **For clarification of details, please reach Mr. Clark Espero / EFMD @ 0929-322-1259 or via e-mail – esperocq@sss.gov.ph.**

This is to certify that my Company is updated in the payment of contributions and loans to SSS, and conformed with the above terms & conditions, 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.

Please indicate below your Business Name, Address and Telephone Number and Date Received.

Your Business SSS No. _____

PhilGeps Registration No. _____

T I N no. _____

Date Received : _____

 (Business Name)

 (Address & Telephone No.)

 (E-mail Address)

Very Truly Yours,

VIOLETA V. JAVAR
 Acting Head

Procurement Planning & Management Department

Tel No. 920-6401 loc 5504-5507

Fax No. 435-9861

E-mail Address: bansilea@sss.gov.ph; pmd@sss.gov.ph



ENGINEERING AND FACILITIES MANAGEMENT DEPARTMENT

SSS Annex Building, East Avenue, Diliman, Quezon City
Tel. Nos.: (632) 8920-6401 / (632) 8920-6446 Local 5534

Project Name: Hiring of Service Provider for the Supply of Labor, Tools and Materials for the Water Treatment of the Three (3) Units Cooling Tower and Two (2) Chiller units for a period of ONE(1)-YEAR at SSS Makati Building

Location : Ayala Avenue corner Rufino Street, Makati City

I. Scope of Works :

1. Monthly supply and delivery of water treatment chemicals.
 - 1.1 Every first week of the applicable month.
2. Application of required chemicals for the standard control parameters of water.
 - 2.1 Scale and corrosion control.
 - 2.2 Microbiological and algae control.
3. Weekly cleaning of basin and feeding application of water treatment chemicals.
 - 3.1 Every Saturday throughout the contract period.
 - 3.2 Service report shall be submitted after every application.
4. Monthly cleaning of Cooling Tower equipment and motor.
 - 4.1 Check up of CT motor and equipment.
 - a. Check motor reducer
 - b. Sprinkler assembly check up
 - c. Inlet louver check up.
 - d. PVC filler check up
 - e. FRP casing scale exterior & interior check up
 - f. Vibration check up.
 - g. Motor performance check up.
 - h. V-belt check up
 - i. Adjustment of pitch blades angle of cooling tower fan.
 - j. Check up of feed pump controller and blow down and replace defective parts.
 - k. Pipe line leak check up.
 - 4.2 Submission of technical report and analysis and recommendation.

5. Conduct weekly water analysis.
 - 5.1 Parameters
 - a. Total hardness test.
 - b. Total dissolved solid
 - c. pH
 - d. Conductivity
 - e. Salinity
6. Quarterly general cleaning of cooling tower.
 - 6.1 Cleaning of PVC fillers
 - a. Dismantle panel casing and take out of fillers
 - b. general cleaning with water and chemicals
 - 6.2 Basin
 - a. De-silt and clean
 - b. Siphoning of basin
 - c. Refill basin with fresh water.
 - 6.3 Inlet Louvers
 - a. Wash and clean inlet louvers
 - b. Install/replace louver's ties
 - 6.4 Cleaning of External parts of the cooling tower
 - a. Wash clean panels
 - b. Clean cooling tower cover.
7. Annual application of closed system
 - 7.1 Chiller condenser tube.
 - a. Equipment check up
 - b. Descaling of chiller condenser tube during the contract period.
 - c. Cleaning/swabbing of chiller condenser tube.

II. 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 that are necessary to be furnished and executed to complete the project.



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 and must be restored to its original form for the account of the supplier/contractor.

3. Prior to the implementation of the project, the contractor is required to present all materials, accessories and/or chemicals to EFMD authorized representative to ensure that all technical specifications are complied with.

4. 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 Department Head / Head of Maintenance Services Section prior to the release of payment.

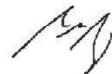
5. Mode of Payment: Twelve (12) equal monthly payments

Monthly processing of payment will be made after the submission of the complete reports duly acknowledge by the SSS representative/ official (e.g. delivery receipt, sales invoice and standard attachment required by the SSS Procurement Management Department).

6. Completion. One (1) Year from receipt of approved Job Order/ Purchase Order.

7. Pre-Termination of Contract

The Social Security System reserves the right to pre-terminate the one (1) year Water Treatment services contract at any given period as may be deem necessary. A Thirty (30) day notice shall be issued prior to its termination.



ENGINEERING AND FACILITIES MANAGEMENT DEPARTMENT
FMS-2, IP/ROPA TEAM

Project Name : Hiring of Service Provider for the Supply of Labor, Tools and
Materials for the Water Treatment of the Three (3) Cooling Tower
Units and Two (2) Chiller units for a period of One (1) Year
Year at SSS Makati Building
Location : Ayala Avenue corner Rufino Street, Makati City

SUBJECT : BILL OF QUANTITIES DATE:

Particulars	Monthly Cost (Php)	Qty / months	Total Cost (Php)
One Year Water Treatment of the three cooling towers and two chiller units of SSS Makati Building (Including 12% VAT)		12	
		TOTAL	

Prepared by :

Signature Over Printed Name
(Authorized Representative)

Company Name:

Address :

Contact Number:

