



REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City

BIDS AND AWARDS COMMITTEE (BAC) I

PROJECT : SUPPLY, DELIVERY AND INSTALLATION OF MODULAR OFFICE SYSTEMS AND FURNITURE FOR SSS DILIMAN BRANCH OFFICE

ITB NO. : Goods 2020-009

SUBJECT : BID BULLETIN NO. 1

DATE : 07 February 2020

Details of the bidding, as advertised:

Advertisement:	Posting at Websites & Conspicuous Places – January 24 to 31, 2020
Approved Budget for the Contract (ABC) and Source of Fund	₱7,963,511.36 <i>Approved 2020 Corporate Operating Budget (COB) - Capital Outlay (CO)</i>
Price of BD (non-refundable)	₱8,000.00
Delivery Period	60 calendar days

This addendum/Bid Bulletin No. 1 is issued to clarify, modify or amend items in the Bidding Documents (BD) as a result of the pre-bidding conference on 03 February 2020. This shall form an integral part of the BD.

Under Section 22.5.3 of the RIRR of RA 9184, it shall be the responsibility of all those who have properly secured the BD to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC.

1. Schedule of activities as discussed in the Pre-bidding Conference:

- Deadline for the submission of written queries: Tuesday, 04 February 2020
- Issuance of Bid Bulletin No. 1 – reply to written queries: Friday, 07 February 2020
- **Submission and opening of 2 envelopes: Monday, 17 February 2020, 2:00 p.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

2. Clarification/Amendments - Annex "A".

3. Documentary Requirements

a. 1st Envelope

- a.1 PhilGEPS Certificate of Registration and membership.

In case of uploaded document/s, which validity period had already expired, submit the updated document/s.

- a.2 Statement of all its Ongoing Government and Private Contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;

- a.3 Statement of Single Largest Completed Contract (SLCC) similar to the project to be bid with supporting documents equivalent to at least 50% of the

of bids, adjusted by the bidder to current prices using PSA's consumer price index;

(For this purpose, similar contracts shall refer to completed projects with similar office furniture)

- a.4 NFCC Computation or committed Line of Credit (form supplied)
- a.5 JVA, in case of Joint Venture – Class “B” Documents (Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance, except for SSS Clearance that must be complied by all JV partners);
- a.6 Bid Security (2% of the ABC for Cash or Manager's/Cashier's Check payable to SSS or Bank Draft of the ABC, 5% of the ABC for Surety Bond **or** Bid Securing Declaration – form supplied).
- a.7 Technical Documents – project requirements
 - Section VI – Schedule of Requirements
 - Section VII – Statement of Compliance with the Technical Specifications (soft copy of the design will be provided to the bidders)
- a.8 Omnibus Sworn Statement (form supplied)

b. Checklist of the 2nd envelope:

- b.1 Bid Form (form supplied) – pages 56 to 57
- b.2 Bid Breakdown/Bill of Quantities (soft copy will be provided to the bidders)

c. Additional Requirements to be submitted by the bidder with the Lowest Calculated Bid

- c.1 2018 Income Tax Return filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
- c.2 Quarterly VAT for the period April to September 2019;
- c.3 Documents listed in the Platinum Membership and updates, if any;
 - SEC/DTI Registration
 - 2020 Mayor's Permit **or** 2019 Mayor's Permit and Proof of Application for Renewal
 - Valid Tax Clearance
 - 2018 Audited Financial Statement filed through EFPS

- 4. Awarding shall be made to the bidder with the Lowest Calculated and Responsive Bid (LCRB).
- 5. All documents that need notarization should be notarized by the Notary Public himself/herself who has the authority to do so for the current year.
- 6. Bidder must sign on each and every page of the Bid Proposal (1st and 2nd envelope).

Prepared by:



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BAC Secretariat Department

Concurred by:



EMILY M. BELTRAN
Chairperson, TWG

Approved by:



ERNESTO D. FRANCISCO, JR.
Senior Vice-President & Chairperson
Bids and Awards Committee



Annex "A"
BAC Resolution No. BB-2020-008
dated 07 February 2020

ANNEX "A"

PROJECT: SUPPLY, DELIVERY AND INSTALLATION OF MODULAR OFFICE SYSTEMS AND FURNITURE FOR SSS DILIMAN BRANCH OFFICE

RESPONSES TO QUERIES/CLARIFICATIONS RAISED DURING THE PRE-BID CONFERENCE:

	Query/Clarifications	SSS Reply
1	In the Excel file of the Bid Breakdown/Bill of Quantities, is the work area on the right side of the file locked?	No.
2	Will the procuring entity provide layout of the furniture?	Yes. Furniture layout is included in the Bidding Documents (BD).
3	Will the bidder be provided with complete Section VII. Technical Specifications once they purchase the BD?	Yes.
4	On color finishes, do the bidders need to submit sample laminates?	Yes.
5	The bidders requested a clear or colored copy of pictures of the furniture.	Yes. The PDF file of the photos of the furniture will be included in the issuance of the Bid Bulletin.
6	Will the procuring entity choose at least 3 lowest bids for awarding?	No. The Procuring Entity will award the contract to the bidder with the Lowest Calculated and Responsive Bid (LCRB).
7	What is the tolerance on the given heights and dimensions of partitions and tables?	5-10 mm thickness is the allowable tolerance for the height and dimensions of partitions. This shall be an addition to Section VII. Technical Specifications.
8	If the Tax Clearance is expired on the date of Submission and Opening of Bids, can the bidder submit the expired Tax Clearance together with the application for renewal?	No. The Tax Clearance must be valid at the time of Submission and Opening of Bids.

RESPONSES TO QUERIES/CLARIFICATIONS RAISED BY THE PROSPECTIVE BIDDER/S:

FITTO KAGU INCORPORATED

	Query/Clarifications	SSS Reply
1	Chairs - can we propose similar to your existing? Your design is fabric backrest, can it be mesh type?	Bidders must comply with the minimum specifications indicated in the Technical Specifications. In this case, mesh type backrest will not be allowed.
2	Mock-up - will you require this for all types of Workstations, including Conference tables, Transaction Counters, etc?	Yes. Supplier must present mock-up for all types of awarded items. However, for items with several configurations, such as clerical and section head workstations, supplier may opt to submit a single configuration.