



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

## **BIDS AND AWARDS COMMITTEE (BAC) I**

**PROJECT :** FLEET CARD PROGRAM OF LUZON OPERATIONS GROUP FOR THE PROCUREMENT OF FUEL REQUIREMENTS OF SERVICE VEHICLES FOR TWO (2) YEARS

**ITB NO. :** Goods 2020-006

**SUBJECT :** BID BULLETIN NO. 2

**DATE :** 15 January 2020

### **Details of the bidding, as advertised:**

<b>Advertisement:</b>	<b>Posting at Websites &amp; Conspicuous Places – December 13 to 20, 2019</b>
Approved Budget for the Contract (ABC) and Source of Fund	<b>₱19,250,799.00</b> <i>Broken down as follows:</i>  Year 1 - ₱ 8,761,302.00 Year 2 - 10,489,497.00  <i>Approved 2020 Corporate Operating Budget - MOOE with Code (PAP) 4 of the 2020 Indicative Annual Procurement Plan Update</i>
Price of BD (non-refundable)	<b>₱12,500.00</b>
Delivery Period	<b>Two (2) years</b>

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 09 January 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: Friday, 10 January 2020
- Issuance of Bid Bulletin No. 1 – reply to written queries: Wednesday, 15 January 2020
- **Submission and opening of 2 envelopes: Thursday, 23 January 2020, 2:00 p.m. at the 2<sup>nd</sup> Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

### **2. Clarification/Amendments - Annex "A".**

### **3. Documentary Requirements**

#### **a. 1<sup>st</sup> 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 On-going Government and Private Contracts, including

- a.3 Statement of Single Largest Completed Contract (SLCC) similar to the project to be bid, **with supporting documents**, equivalent to at least **25% of the ABC**, completed **within five (5) years** prior to the submission and opening of bids;

*(For this purpose, similar contracts shall refer to any contract for the supply of gasoline and diesel within a fleet card system)*

- 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
- a.8 Omnibus Sworn Statement (form supplied)

**b. Checklist of the 2<sup>nd</sup> envelope:**

- b.1 Bid Form (form supplied) – pages 61 to 62
- b.2 Bid Breakdown (form and excel file supplied) - page 63

**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
  - Valid Tax Clearance
  - 2018 Audited Financial Statement filed through EFPS

The SSS will conduct testing of the fleet cards upon post-qualification at the Office of the Senior Vice President - Luzon Operations Group, 8<sup>th</sup> Floor SSS Main Building in order to establish compliance to the technical specifications as stated herein. The supplier shall bring the necessary equipment for the inspection and/or testing.

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 (1<sup>st</sup> and 2<sup>nd</sup> envelope).

Prepared by:



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Concurred by:



**GLORIA CORAZON M. ANDRADA**  
Chairperson, TWG

Approved by:



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

**Annex "A"**  
**BAC Resolution No. BB-2020-004**  
dated 15 January 2020



**ANNEX "A"**

**PROJECT: FLEET CARD PROGRAM OF LUZON OPERATIONS GROUP FOR THE  
PROCUREMENT OF FUEL REQUIREMENTS OF SERVICE VEHICLES  
FOR TWO (2) YEARS**

**ANNEX A: TWG RESPONSE TO QUERIES/CLARIFICATIONS**

**I. ISSUES RAISED DURING THE PRE-BID CONFERENCE**

	<b>Query/Clarifications</b>	<b>SSS Reply</b>
1.	Is the quantity or Unit Cost the averaged of the 1 year consumption?	<p>The quantity and unit cost are fixed numbers given for bidding purposes. Bidders will just fill up the Discount column, highlighted in yellow in the Bid Breakdown. Excel file shall be provided where the total amounts are automatically computed after encoding the peso discount per liter for diesel and gasoline. Payment shall be based on the actual liter consumption and the actual cost of fuel per liter at the time of purchase less peso discount.</p> <p>The notes in the Bid Breakdown were emphasized during the presentation.</p>

**II. CLARIFICATIONS AND AMENDMENTS**

**Revision on Clause 29.2 Bid Data Sheet**

<b>FROM</b>	<b>TO</b>
<p><b>29.2</b> The SSS will conduct a testing of the fleet cards <b>upon</b> post-qualification at the Office of the Senior Vice President-Luzon Operations Group 8<sup>th</sup> Floor SSS Main Building in order to establish compliance to the technical specifications as stated herein. The supplier shall bring the necessary equipment for the inspection/testing.</p>	<p><b>29.2</b> The SSS will conduct a testing of the fleet cards <b>during</b> post-qualification at the Office of the Senior Vice President-Luzon Operations Group 8<sup>th</sup> Floor SSS Main Building in order to establish compliance to the technical specifications as stated herein. The supplier shall bring the necessary equipment for the inspection/testing.</p> <p>This amends Clause 29.2 of the Bid Data Sheet.</p>



**GLORIA CORAZON M. ANDRADA**