

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

BIDS AND AWARDS COMMITTEE I

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY AND DELIVERY OF 179 BRAND NEW UNITS OF SERVICE VEHICLES FOR THE BRANCH AND DIVISION OFFICES, MEDICAL OPERATIONS DEPARTMENT, OPERATIONS LEGAL DEPARTMENT AND COMMISSION LEGAL DEPARTMENT

JANUARY 27, 2020 (MONDAY)-2:30 P.M., BIDDING ROOM 2ND FLOOR SSS MAIN OFFICE

Present

BAC I Members: ERNESTO D. FRANCISCO, JR.
BOOBIE ANGELA A. OCAY
JOSELITO A. VIVIT
CRISTINA A. BACALLA

BAC Secretariat: ROSALYN AZUL-CONDAT
IRENE A. NEIZ
JULINA ROSE DL. DE OCAMPO

COA Representative: KRISTINA M. ISLA

TWG Representatives: EDWIN B. MALIWAT
ELPIDIO S. DE CHAVEZ
WENDELINO V. COMBOY, JR.
RACHEL P. JABOLI
CARLO C. VILLACORTA

Participating Bidders: DIAMOND MOTOR CORP. - Goeffrey Paulino, Jr.
TOYOTA OTIS - Argen Cabueños
Marco Aloña
Mike Domingo
TOYOTA VALENZUELA - Michelle Guada
Jessa Marie Samera
TOYOTA COMMONWEALTH - Norma Raagas
Ryan Borromio

1. The Pre-Bid Conference was called to order at 2:35 P.M.
2. The published Approved Budget for the Contract is P223,750,000.00.
3. The following observers were invited through BAC notice dated 20 January 2020.
 - 3.1 Commission on Audit
 - 3.2 Anti-Corruption Training Center
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Makati Business Club
 - 3.5 Philippine Chamber of Commerce and Industry (PCCI)


However, only the representative from COA attended the activity.

4. Nobody paid/secured the Bidding Documents at the time of the Pre-Bid Conference.
5. The Technical Working Group (TWG) presented the technical specifications and the scope of the project.
6. The following issues/clarifications were raised during the Pre-Bid Conference:

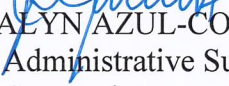
	Query/Clarifications	TWG/BAC Reply
6.1	The bidders requested to remove the knee air bag as one of the requirements in the Technical Specifications on safety.	To be clarified through Bid Bulletin.
6.2	On the air-conditioning of the vehicle, which would the procuring entity prefer, manual or auto-climate?	The specification indicated in the Bidding Documents (BD) is a minimum requirement.
6.3	Clarification on provisions of maintenance services nationwide?	To be clarified through Bid Bulletin.
6.4	Extent of Warranty Services	To be clarified through Bid Bulletin.
6.5	On Engine Displacement, the bidder requested a 2400 cc minimum instead of 2500 cc.	To be clarified through Bid Bulletin.
6.6	The bidders requested to extend the delivery period (from 90 calendar days to 120 calendar days).	To be clarified through Bid Bulletin.
6.7	Bid Breakdown	Revised Bid Breakdown will be issued to the bidder.

7. The BAC Secretariat announced the composition of envelopes no.1 (Eligibility and Technical Documents) and no.2 (Financial Proposal), and additional documents.
8. The BAC I informed the bidders that the bid proposals will be subjected to Bid Evaluation. The bidder with the Lowest Calculated Bid (LCB) shall be required to submit the following additional documents within a non-extendible period of five (5) calendar days from receipt of BAC Notice:
 - a) 2018 Income Tax Return (ITR) filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
 - b) Quarterly VAT for the period April to September 2019;
 - c) SEC/DTI Registration;
 - d) 2020 Mayor's Permit or 2019 Mayor's Permit and proof of application for renewal
 - e) Valid Tax Clearance;
 - f) 2018 Audited Financial Statements filed through EFPS.
9. The BAC I emphasized that Sworn Statements/Affidavits/Certifications must be:
 - a) Signed by the Notary Public (attorney) himself/herself;
 - b) The Notary Public has an updated Authority to notarize, issued by the Regional Trial Court.
10. The BAC Secretariat also presented the schedule of the following activities:
 - a) Deadline of Written Queries : Tuesday, 28 January 2020
 - b) Issuance of Bid Bulletin : Friday, 31 January 2020
 - c) Submission and Opening of Technical and Financial Proposal : Monday, 10 February 2020
at 2:00 P.M. at the Bidding Room (formerly CDPRD Computer Room), 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late submission shall not be accepted.

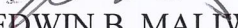
Prepared by:


JULINA ROSE DL. DE OCAMPO
Staff, BAC Secretariat

Certified Correct:


ROSALYN AZUL-CONDAT
OIC, Administrative Support Section
BAC Secretariat

Concurred by:


EDWIN B. MALIWAT
TWG Chairperson

Approved by:


ERNESTO D. FRANCISCO, JR.
SVP and BAC I Chairperson