

ANNEX “A”

PROJECT NAME: 2020 3rd Party with ISO Customer Satisfaction Surveys

A. Issues raised during the Pre-bid Conference

	Query/Clarifications	TWG/BAC Reply
1	On the methodology, can the Consultant conduct the survey on both employers and members, face-to-face and telephone interview?	The Consultant can use hybrid method for the survey of the employers and this is not allowed for the survey for the members, if the Consultant opt to use face-to-face, it cannot use telephone interview anymore and vice versa.
2	Will the proponent provide the Consultant the list of its members and employers?	The procuring entity can only give the list of employers.
3	Will the branch give the Consultant its list?	If the member will permit to give its contact details, the consultant may use it.
4	Will SSS provide the number of transactions?	Yes.
5	Will SSS provide the questionnaire?	Yes.
6	On the presentation, does the TWG require soft and hard copies of the presentation?	Yes.
7	Will the Consultant submit 20 sample of answered questionnaires (10 members, 10 employers)?	Yes
8	On ISO survey, does the Consultant need to survey employers?	No.
9	Will the Consultant use the same questionnaire on ISO survey?	Yes.
10	On TPF1, what is the bid validity date and reference number that the consultant will put on the proposal form?	The Bid Validity is 120 calendar days upon date of submission, and reference number is indicated on the front page of the Bidding Documents.
11	Does the consultant need to include the Notice of Shortlisting?	No.
12	On TPF6, can the consultant submit the Curriculum Vitae (CV) submitted on Eligibility Check? Does the consultant need to include the CV of its supervisors?	Yes. The consultant may include the CV of its supervisors if they are included in the team composition of the personnel that will be involved

		in the project.
13	On TPF8, on its second column, will the consultant put weekly or monthly?	Weekly.
14	Can the consultant submit the same Omnibus Sworn Statement, submitted on the Eligibility Check?	Yes.
15	On FPF1, does the consultant need to include all applicable taxes on its cost proposal?	Yes.
16	Can the consultant remove FPF3?	Yes.
17	On FPF4, are the payments under local staff?	Yes.