



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

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

**PROJECT** : CONDUCT OF NATIONWIDE DETAILED SURVEY FOR SSS  
**ITB NO.** : REI-SSS-Consulting-2021-001  
**SUBJECT** : BID BULLETIN NO. 1  
**DATE** : 06 November 2020

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### Details of the bidding, as advertised:

Advertisement:	<b>Posting at Website &amp; Conspicuous Places – October 01 – 08, 2020</b>
Approved Budget for the Contract (ABC) and Source of Fund	<b>P24,500,000.00</b> <b>2021 Corporate Operating Budget - MOOE</b>
Price of BD (non-refundable)	<b>P13,500.00</b>
Delivery Period	<b>7 ½ months</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 03 November 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: Wednesday, 04 November 2020
- Issuance of Bid Bulletin No. 1 – reply to written queries: Friday, 06 November 2020
- **Submission and opening of 2 envelopes: Monday, 16 November 2020, 2:00 p.m. at the 2<sup>nd</sup> Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**
- **Only one company representative is allowed to attend the manual opening of bids. Other company representative may witness the opening of bids through Microsoft Teams. Kindly coordinate with the BAC Secretariat for the details.**

### 2. Amendment/Clarifications – Annex “A”

### 3. Documentary Requirements

#### a. 1<sup>st</sup> Envelope

- a.1 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 **and copy of the Authority to Notarized from the Notary Public**)
- a.2 TPF 1 – Technical Proposal Submission Form

- a.3 TPF 2 – Consultant’s Reference: Relevant Services Carried out in the last three (3) years that best illustrate qualifications.
- a.4 TPF 3 – Comments and Suggestions of Consultant on the Term of Reference and on data, services, facilities to be provided by the Social Security System
- a.5 TPF 4 – Description of the Methodology and Work Plan for Performing the Project
- a.6 TPF 5 – Team Composition and Task Projects including organizational chart indicating relationship amongst the Consultant
- a.7 TPF 6 – Curriculum Vitae of the Team Composition indicating the date (MMYYYY) of employment period
- a.8 TPF 7 – Time Schedule for Professional Personnel
- a.9 TPF 8 – Activity (Work) Schedule
- a.10 Omnibus Sworn Statement (form supplied in the Bidding Documents **and copy of the Authority to Notarized from the Notary Public**)

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

- b.1 FPF 1 – Financial Proposal Submission Form
- b.2 FPF 2 – Summary of Costs
- b.3 FPF 3 – Breakdown of Price Per Activity
- b.4 FPF 4 – Breakdown of Remuneration per Activity
- b.5 FPF 5 – Reimbursables Per Activity
- b.6 FPF 6 – Miscellaneous Expenses

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

- c.1 2019 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 January to June 2020;
- c.3 Documents listed in the Platinum Membership and updates, if any;
  - SEC/DTI Registration
  - 2019 Mayor’s Permit
  - Valid Tax Clearance
  - 2019 Audited Financial Statement filed through EFPS
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4. Awarding shall be made to the bidder with the Highest Rated and Responsive Bid (HRRB).

Prepared by:



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 OIC, Administrative Support Section  
 BAC Secretariat Department

Concurred by:

**COLETTE H. CORDIAL**  
Chairperson, TWG

Approved by:



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

Annex "A"  
Bid Bulletin Control No. BB-2020-075  
Dated 06 November 2020