



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

BIDS AND AWARDS COMMITTEE (BAC) I

PROJECT : ORGANIZATIONAL ASSESSMENT (HUMAN RESOURCE - ORGANIZATIONAL DEVELOPMENT CONSULTANCY FIRM FOR THE RESTRUCTURING PLAN OF THE SOCIAL SECURITY SYSTEM) (RE-ADVERTISEMENT)

ITB NO. : REI-SSS-Consulting-2021-013

SUBJECT : BID BULLETIN NO. 1

DATE : 27 September 2021

Details of the bidding, as advertised:

Advertisement:	Posting at Website & Conspicuous Places – August 10 to 17, 2021
Approved Budget for the Contract (ABC) and Source of Fund	₱ 15,800,000.00 Approved 2021 APP COB-MOOE
Price of BD (non-refundable)	₱ 12,500.00
Delivery Period	12 months starting from the receipt of Notice to Proceed (NTP) and Signed Contract

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 16 September 2021. 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: Monday, 20 September 2021
- Issuance of Bid Bulletin No. 1 – reply to written queries: Monday, 27 September 2021
- **Submission and opening of 2 envelopes: Thursday, 07 October 2021, 2:00 p.m. at the 2nd 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. Amendments/Clarifications – Annex “A”

Bid Bulletin No.1

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3. Documentary Requirements

a. 1st 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)
- a.2 TPF 1 – Technical Proposal Submission Form
- a.3 TPF 2 – Consultant's Reference : Relevant Services Carried out in the last five (5) 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
- 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)

b. Checklist of the 2nd 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 – Reimbursable Per Activity
- b.6 FPF 6 – Miscellaneous Expenses

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

- c.1 2020 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 2021 to June 2021 or latest available Quarterly VAT;;
- c.3 Documents listed in the Platinum Membership and updates, if any;
 - SEC/DTI Registration
 - 2021 Mayor's Permit
 - Valid Tax Clearance
 - 2020 Audited Financial Statement filed through EFPS

4. Awarding shall be made to the bidder with the Highest Rated and Responsive Bid (HRRB).

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. **A copy of the Authority to Notarize from the Notary Public must be submitted.**

Prepared by:



ROSALYN AZUL-CONDATO
Acting Head
BAC Secretariat Department

Concurred by:

By:  09/27/2021
FILOMENA S. DAVID

MA. NYMPHA M. RAGEL
Chairperson, TWG

Approved by:


RIZALDY T. CAPULONG
Executive Vice-President & Chairperson
Bids and Awards Committee I

Annex "A"
Bid Bulletin Control No. BB-2021-089
dated 27 September 2021