



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

**PROJECT :** ENGAGEMENT OF A CERTIFICATION BODY TO CONDUCT 3<sup>RD</sup> PARTY AUDIT AND DETERMINE COMPLIANCE OF THE SSS QUALITY MANAGEMENT SYSTEM (QMS) TO ISO 9001:2015 REQUIREMENTS (NEGOTIATED PROCUREMENT AFTER TWO FAILED BIDDINGS)

**INP NO. :** CONSULTANCY 2020-002

**SUBJECT :** BID BULLETIN NO. 1

**DATE :** 16 November 2020

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

Advertisement:	<b>Posting at Websites &amp; Conspicuous Places – November 12 to 14, 2020</b>
Approved Budget for the Contract (ABC) and Source of Fund	₱2,500,000.00 <b>COB -MOOE</b>
Delivery Period	Three (3) Years

This addendum/Bid Bulletin No. 1 is issued to clarify, modify or amend items in the Bidding Documents (BD) as a result of the negotiation of Technical and Financial Requirements on 16 November 2020.

**1. Schedule of activities as discussed during the Presentation of the Technical and Financial Requirements:**

- Issuance of Bid Bulletin No. 1: Monday, 16 November 2020
- **Submission and opening of Proposal: Tuesday, 24 November 2020, 10:00 a.m. at the 2<sup>nd</sup> Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**


**2. Final Terms of Reference (TOR) – Annex “A”**

**3. Documentary Requirements**

- 3.1 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)
- 3.2 TPF 1 – Technical Proposal Submission Form
- 3.3 TPF 2 – Consultant’s Reference: Relevant Services Carried out in the last 10 Years that best illustrate qualifications (**attached proof of project completion and/or notice of award, whichever is applicable**)
- 3.4 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
- 3.5 TPF 4 – Description of the Methodology and Work Plan for Performing the Project
- 3.6 TPF 5 – Team Composition and Task Projects including organizational chart indicating relationship amongst the Consultant
- 3.7 TPF 6 – Curriculum Vitae of the Team Composition

- 3.8 TPF 7 – Time Schedule for Professional Personnel
- 3.9 TPF 8 – Activity (Work) Schedule
- 3.10 Omnibus Sworn Statement (form supplied in the Bidding Documents)
- 3.11 FPF 1 – Financial Proposal Submission Form
- 3.12 FPF 2 – Summary of Costs
- 3.13 FPF 3 – Breakdown of Remuneration per Activity
- 3.14 FPF 4 – Miscellaneous Expenses
- 3.15 2019 Income Tax Return filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
- 3.16 Quarterly VAT for the period January to June 2020;
- 3.17 Certificate of PhilGEPS Registration (Platinum Membership)
- 3.18 Documents listed in the Platinum Membership and updates, if any;
  - SEC/DTI Registration
  - 2020 Mayor’s Permit
  - Valid Tax Clearance
  - 2019 Audited Financial Statement filed through EFPS
4. 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.
5. Bidder must sign on each and every page of the Bid Proposal.

Prepared by:



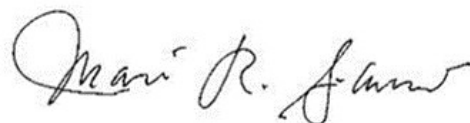
**ROSALYN AZUL-CONDAT**  
OIC, Administrative Support Section  
BAC Secretariat Department

Concurred by:



**ARNOLD A. TOLENTINO**  
Chairperson, TWG

Approved by:



**MARIO R. SIBUCAO**  
Senior Vice-President & Chairperson  
Bids and Awards Committee II

**Annex “A”**  
**BAC Resolution No. BB-2020-085**  
dated 16 November 2020