



REPUBLIC OF THE PHILIPPINES  
SOCIAL SECURITY SYSTEM

Office Address: SSS BLDG.EASTAVE.DILIMAN PINYAHAN, QC NCR 2ND DISTRICT

Tel No: 920-6401 loc 5504 TO 07

Branch: Main Office

Phone: 920-6401

E-mail:

Vendor: PEOPLE DYNAMICS, INC.

PO/JO/LO No.: 5000010378

Address: U 502 OMM-Citra Bldg. San Miguel Av

Date: December 10, 2020

San Antonio, Pasig City Philippines

Order Type: JO

APP: 2020 APP 1U Aug#1

Gentlemen:

Please deliver to our property custodian at the Social Security System the following items:

NO.	PR No.	MAT NO.	DESCRIPTION	UoM	QTY	UNIT COST	AMOUNT
1.			Hiring of Resource Speaker to conduct Direct Marketing Training	LOT	1	78,400.00	78,400.00

Total Amount 78,400.00

LDD, Hiring of Resource Speaker to conduct Direct Marketing Training to a maximum target of Thirty Four (34) Pax: Twenty One (21) Regional Communication Officers & Thirteen (13) PASSED Personnel (SOC#2020-0169 dated 11/11/2020; 2020 1st Update for the month of August #1)

Approved by DMIII Allan Martin M. Gayondeto on 12/04/2020, per recommendation of BAC II Res. No. 2020-169-3.1 dated 11/27/2020

Classification: TPI-Training/Seminar Expense

Funds Available: P 78,400.00

Payment Terms: Government Terms (Payment is upon delivery of items/services and submission of billing documents)

Contact Person: Ms. Maria Isabella Diaz/LDD at 8920-6401 local 5777, (0933)9788646 email: diazma@sss.gov.ph

Course Outline:

1. Understanding Direct Marketing
2. Types of Direct Marketing
3. Challenges in Direct Marketing
4. Techniques on How to Bridge the Gap between Government Agencies & Target Clients
5. Creating Effective Direct Marketing Campaign & Communication
6. Effective Use of Direct Marketing in Government Agencies
7. Best practices on Direct Marketing
  - 7.1 Private Organizations
  - 7.2 Government Agencies
8. Customer Relationship Management

Schedule of Training Venue: To be conducted on December 17-18, 2020 (subject to change) from 8:00 AM to 5:00 PM, via Microsoft Teams Application

Note: Subject to specific warranties appearing at the back thereof.

Delivery: Acceptance of deliveries shall be from Monday to Friday only excluding holiday at 8:00 am to 5:00 pm.

Please submit your Original Delivery Receipt & Invoice, together with the original copy of this Job Order to LDD; SSS, Quezon City and Photocopy of Delivery Receipt & Sales Invoice to PPMD.



REPUBLIC OF THE PHILIPPINES  
SOCIAL SECURITY SYSTEM  
Office Address: SSS BLDG. EAST AVE. DILIMAN PINYAHAN, QC NCR 2ND DISTRICT  
Tel. No.: 920-6401 loc. 5504 to 07  
Fax No.: 435-9861

Vendor: PEOPLE DYNAMICS, INC.  
Address: U 502 OMM-Citra Bldg. San Miguel Av  
San Antonio, Pasig City Philippines

PO/JO/LO No.: 5000010378  
Date: December 10, 2020  
Order Type: JO

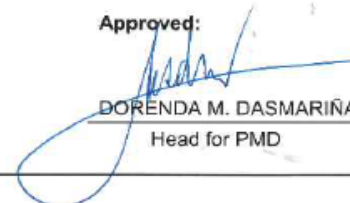
Reviewed:

  
VIOLETA V. JAVAR  
CEO IV-PPMD

Certified:

  
BELINDA B. ELLA  
Department Manager III-GAD

Approved:

  
DORENDA M. DASMARIÑAS  
Head for PMD

Conforme:

RUBY MAÑALAC  
Name of Authorized  
Representative

  
Signature

December 15, 2020  
Date

### SUPPLIER WARRANTS THE FOLLOWING:

- 1.) All goods to be delivered are in accordance with the unit / quantity / samples / specifications / printing layouts of the System.
- 2.) Materials to be furnished shall be fresh stock / brand new / standard factory products of reputable manufacturers.
- 3.) All charges or fees for the test and analysis service on delivery samples shall be paid by the System, provided, however, that if, after the test, the delivery is rejected, the fees for the test shall be for the account of the Supplier.
- 4.) Supplier guarantees their supplies / materials / equipment / printed form against all latent / inherent defects in materials and workmanship for a period of one year from the date of purchase. Replacement of supplies / materials / forms with latent defects and of equipment with defective parts shall be made without charge within twenty-four (24) hours from receipt of request.
- 5.) Supplier warrants the availability of spare parts and service facilities during the lifetime of the equipment and shall answer the call and provide the service within twenty-four (24) hours upon call of the System.
- 6.) Delivery of good ordered shall be made within the period indicated in the Purchase Order / Job Order / Letter Order. No other delivery date shall be allowed. For late delivery, a penalty of 1/10 of 1% of the total amount of the late delivered items shall be imposed for every day of delay.
- 7.) For canvass / Bid with an ABC of P100,000.00 (Office Order 2013-014-B) and above (except for Direct Contracting, Repeat Order, Lease of Venue and Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services), the winning bidder is required to post a Performance Bond within ten (10) calendar days from the receipt of notice but in no case later than the signing of the contract/PO/JO by both parties, which shall be valid within the contract period, equivalent to % of contract price as follows:
  - 5% Cash (Goods & Consulting Services) and 10% Cash (Infrastructure), Cashier's / Manager's Check, Bank Guarantee or Irrevocable Letter of Credit issued by a Universal or Commercial Bank, or
  - 30% Surety Bond callable upon demand issued by a surety or insurance company and duly certified by the Insurance Commission, of the contract price.
- 8.) For Direct Contracting and Repeat Order, the winning bidder is required to post a warranty security for a minimum period of three (3) months, in case of Expendable Supplies, or a minimum period of one (1) year, in case of Non-expendable Supplies, after acceptance by the Procuring Entity of the delivered supplies. The obligation for the warranty shall be covered by either retention money in an amount equivalent to five percent (5%) of every progress payment, or a special bank guarantee equivalent to five percent (5%) of the total contract price with validity period starting from the date of acceptance/delivery.
- 9.) In case of rejected deliveries, Supplier agrees to withdraw the articles from SSS bodega or premises within five (5) days from receipt of "Notice of Rejected Goods". Failure to withdraw the articles on time shall entitle the System to impose a storage fee of 5% of the value of the rejected goods per month and / or if unclaimed for a period of one year, dispose the goods in the most advantageous manner to defray storage cost.
- 10.) In case of delinquency, Supplier agrees that payment under this Purchase Order / Job Order / Letter Order shall be applied to delinquent contribution / penalty / loan, subject to adjustments later on, if necessary.
- 11.) Any violation of the above warrants will give rise to legal action by the Social Security System.

### CONFORME:

RUBY MANALAO  
Name of Authorized

  
Signature

December 15, 2020  
Date

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

**MEMORANDUM**

**FOR :** DMIII ALLAN MARTIN M. GAYONDAIO  
Approving Authority

**DATE :** 27 November 2020

In line with the SSC Resolution No. 697-s.2019 dated 09 October 2019, the Bids & Awards Committee (BAC) II, in its Resolution No. 2020-169-3 dated 27 November 2020 is recommending for approval the award of the items specified below in the total amount of **P78,400.00 (1 item)**. This is in accordance with the provisions of the 2016 Revised Implementing Rules & Regulations of Republic Act 9184.

Agenda No.	Proponent/ Requesting Dept.	Project/Item (not included in the price list of PS)	Approved Budget for the Contract (ABC)	Mode of Procurement (Included in the Approved APP for 2020) & Source of Fund	Awardee (as recommended by PPMD & technically evaluated by the proponent)	Amount		Last Purchase (LP) Per Unit	Remarks
						Unit Cost	Total Cost		
1	LDD (memo dated 11/03/2020 thru VP, HRSD, received by PPMD on 11/04/2020 and endorsed to BAC on 11/26/2020)	<b>Hiring of Resource Speaker to conduct Direct Marketing Training to a maximum target of Thirty Four (34) Pax: Twenty One (21) Regional Communication Officers &amp; Thirteen (13) PASED Personnel, with the following requirements:</b>  <b>2 Days (34 Pax)</b>  <b>COURSE OUTLINE:</b> 1. Understanding Direct Marketing; 2. Types of Direct Marketing; 3. Challenges in Direct Marketing; 4. Techniques on How to Bridge the Gap between Government Agencies & Target Clients; 5. Creating Effective Direct Marketing Campaign & Communication; 6. Effective Use of Direct Marketing in Government Agencies; 7. Best practices on Direct Marketing: 7.1. Private Organizations 7.2. Government Agencies 8. Customer Relationship Management	<b>P85,000.00 for 2 days</b>  COB-MOOE	Negotiated Procurement (NP) - Small Value Procurement - Open Canvass (SOC#2020-0169 dated 11/11/2020  2020 APP - Update for the month of August (1 <sup>st</sup> Update) - approved by DMIII Cecilia S. Roa on 08/24/2020 under PAP Code No. 1 (Training and Personnel Improvement (TPI) Training/Seminars (Intervening Programs) Professional Fee of Resource Speaker amounting to P1,005,000.00	<b>People Dynamics, Inc.</b>  (lowest calculated and responsive offer among 5 service providers)  No. of suppliers invited: 26	P78,400.00	P78,400.00	No Last Purchase of same specifications	The service providers below with lower quotations were not considered due to the following:  1. Trust Management Center at P60,000.00 - failed the Demo Teach Evaluation  2. Mindbroker Corp. at P78,000.00 – submitted incomplete Course Design/Outline and did not submit Workshop/Training Activities  People Dynamics, Inc. is not delinquent in the payment of their contribution to SSS, per SSS Web Inquiry System.  PhilGEPS Posting: 11/05/2020


BAC Resolution No. 2020-169-3 (Hiring of Resource Speaker to conduct Direct Marketing Training)

27 November 2020

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	<p><b>SCHEDULE &amp; TRAINING VENUE:</b> To be conducted on December 17 - 18, 2020 (subject to change) from 8:00AM to 5:00PM, via Microsoft Teams Application</p> <p><b>RESOURCE SPEAKER:</b> He / She is required to conduct a demo teach &amp; shall be rated based on the following criteria specified in the attached Demo Teach Evaluation Form (DTEF):</p> <ul style="list-style-type: none"> <li>• Mastery of the Topic - 40%</li> <li>• Training Methodologies - 30%</li> <li>• Communication Skills - 30%</li> <li>• Passing Rate - 85%</li> </ul> <p><b>OTHER REQUIREMENTS: (To be sent via e-mail upto the closing date only)</b></p> <ol style="list-style-type: none"> <li>1. Submission of Course Design / Course Outline which includes the speaker's training methodologies &amp; approach;</li> <li>2. Workshops / Training Activities;</li> <li>3. Resource Speaker's comprehensive resume, which includes the relevant trainings he / she has conducted / facilitated</li> </ol> <p>➤ <b>Payment Terms:</b> Government Terms (Payment is upon delivery of items/services &amp; submission of billing document).</p> <p>➤ <b>Price Validity:</b> Three (3) months</p>					
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BIDS AND AWARDS COMMITTEE (BAC II)

  
**MARIO R. SIBUCAN**  
BAC II Chairperson

  
**GUILLERMO M. URBANO, JR.**  
BAC II Vice Chairperson

  
**HENRY C. PABLO**  
BAC II Member

  
Digitally signed by Gayondato  
Allan Martin Martizano  
Date: 2020.12.04 11:58:10 +08'00'

Approved by:   
**DMIII ALLAN MARTIN M. GAYONDATO**  
Approving Authority

Date Approved: \_\_\_\_\_

**ON-LEAVE**  
**JOHNSY L. MANGUNDAYAO**  
BAC II Member

  
**SYLVETTE C. SYBICO**  
BAC II Provisional Member