



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

BIDS AND AWARDS COMMITTEE II

MINUTES OF THE PRE-BID CONFERENCE

RENOVATION OF PUBLIC COMFORT ROOMS AT GROUND FLOOR AND 2ND FLOOR OF THE SSS MAIN BUILDING

JANUARY 13, 2021 (WEDNESDAY)-2:30 P.M., THRU MICROSOFT TEAMS

Present:

BAC II Members:

ELVIRA ALCANTARA-RESARE
ERNESTO D. FRANCISCO JR.
GWEN MARIE D. SAMONTINA
LILIBETH E. CORTEZ
SYLVETTE C. SYBICO
JOSEPH LAMBERTO P. CARLOS

BAC Secretariat:

ROSALYN AZUL-CONDAT
MARIVIC P. VILLARUBIA
LARRY R. VILAR
AILENE C. FACTOR

TWG Representatives:

EMILY M. BELTRAN
RAMIL P. RESARE

Participating Bidders:

PADER CONSTRUCTION
AND SUPPLY - Justine Rose Pader
J2M BUILDERS - Lourdes Austria; Mr. Lee

1. The Pre-Bid Conference was called to order at 3:14 p.m.
2. The published Approved Budget for the Contract is ₱4,144,377.82.
3. The following observers were invited through BAC notice dated 06 January 2021:
 - 3.1. Commission on Audit (COA)
 - 3.2. Anti-Corruption Training Center
 - 3.3. Anti-Trapo Movement of the Philippines, Inc.
 - 3.4. Philippine Constructors Association
 - 3.5. PICE Q.C. ChapterHowever, none of them attended the activity.
4. Nobody paid/secured the Bidding Documents at the time of the Pre-Bid Conference.
5. The Technical Working Group (TWG) presented the background, scope of work and technical specifications of the project.
6. The following issues/clarifications were raised during the Pre-Bid Conference:

	Query/Clarifications	TWG/BAC Reply
6.1	When is the approximate implementation of the project? The bidder might have a difficulty purchasing some fixture/items required for the project because some suppliers, like American Standard, cannot supply it due to pandemic?	Noted. To be clarified thru Bid Bulletin.
6.2	Were the drainages in ground and 2 nd floor in good condition (no clogged drainages)?	The TWG will verify the concern with the maintenance. To be clarified thru Bid Bulletin.

7. The BAC Secretariat announced the Composition of Envelopes No. 1 (Eligibility and Technical documents), No. 2 (Financial Proposal) and additional documents.

8. The BAC II informed the bidders that the bid proposals will be subjected to Bid Evaluation. The bidder with the Lowest Calculated Bid (LCB) shall be required to submit the following additional documents within non-extendible period of five (5) calendar days from receipt of BAC notice:

- a. 2019 Income Tax Return (ITR) filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
- b. Quarterly VAT for the period April to September 2020;
- c. SEC/DTI Registration;
- d. 2021 Mayor's Permit or 2020 Mayor's Permit & Proof of Application for Renewal;
- e. Valid Tax Clearance;
- f. 2019 Audited Financial Statements filed through EFPS.

9. The BAC II emphasized that Sworn Statements/Affidavits/ Certifications must be:

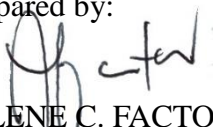
- a. Signed by the Notary Public (attorney) himself/herself;
- b. The Notary Public has an updated Authority to notarize, issued by the Regional Trial Court.

10. The BAC Secretariat also presented the schedule of the following activities:

10.1 Deadline of Written Queries	: Friday, 15 January 2021
10.2 Issuance of Bid Bulletin	: Tuesday, 19 January 2021
10.3 Submission and Opening of Technical and Cost Proposal	: Wednesday, 27 January 2021 at 2:00 P.M. at the Bidding Room (formerly CDPRD Computer Room), 2 nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late Submission shall not be accepted.

Time Finished: 3:54 P.M.

Prepared by:


 AILENE C. FACTOR
 Staff, BAC Secretariat
 Date Signed: 01/15/2021

Certified Correct:


 ROSALYN AZUL-CONDAT
 Concurrent Acting CEO IV
 Administrative Support Section
 BAC Secretariat
 Date Signed: 01/15/2021


Pre-Bid Conference
 Renovation of Public CR
 January 13, 2021

Concurred by:



EMILY M. BELTRAN
TWG Chairperson
Date Signed: 01/15/2021

Approved by:



ELVIRA ALCANTARA-RESARE
EVP and BAC II Chairperson
Date Signed: 01/15/2021