

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

BIDS AND AWARDS COMMITTEE I

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF AIR-CONDITIONING UNITS AT
VARIOUS SSS BRANCHES AND SSS MAIN BUILDING

SEPTEMBER 2, 2019 (MONDAY)-2:30 P.M., GREEN ROOM, 12TH FLOOR, SSS MAIN
OFFICE BUILDING

Present:

BAC I Members : ERNESTO D. FRANCISCO, JR.
BOOBIE ANGELA A. OCAY
JOSELITO A. VIVIT
NEIL F. HERNAEZ
CRISTINA A. BACALLA
NICHOLAS C. BALBUENA

BAC Secretariat : ROSALYN AZUL-CONDAT
IRENE A. NEIZ
JULINA ROSE DL. DE OCAMPO

IASG Representative : MA. CORAZON F. PETERO

TWG Representatives : ANTONIO V. TRINOS, JR.
MANUEL ROLANDO S. UY

Participating Bidders : LAC REF. AIRCONDITIONING- Jiesserie Lorca
INC.
TEKNIKOS - Rodylyn Lebuna
ISOMETRIC INC. - Rizal Monte
AEQUUS ENTERPRISE - Christy Ann Bare
BERNS ENGINEERING SALES- Melody Sotelo
AND SERVICES
GLOBALAIRE TECHNOLOGY- Iris Wego
CORP.
SENTIRE INDUSTRIAL - Clark Angel Pineda
INNOVALITE INC. - Jersson Quimno
- John Kenneth Restoles
MARCO INC. - Aiza Villanueva
METRO COOLAIRE - John Carlo Valendez
TRADING
ENVIROCOOL CORPORATION- Rommel Lagto
- Richard Lagayan
FIX AND CARE REF AND - D. Delos Reyes
AIRCON REPAIR SERVICES
HANMHE INDUSTRIAL - Edgar Asonio
SALES AND GENERAL
SERVICES

1. The Pre-Bid Conference was called to order at 3:45 P.M.
2. The published Approved Budget for the Contract (ABC) are as follows:

Lot I (SSS Visayas Operations Group, Branches and Service Office (38 units))	P6,692,242.37
Lot II (SSS NCR Operations Group and RIMS Office in SSS Main Building)	P14,582,910.38
Lot III (SSS Mindanao Group and Service Office (25 units))	P3,650,406.00
Lot IV (SSS Luzon Group Division and Branches (38 units))	P5,449,438.09

3. The following observers were invited through BAC notice dated 27 August 2019:
 - 3.1 Commission on Audit
 - 3.2 Anti-Corruption Training Center, Inc.
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Philippine Chamber of Commerce and Industry (PCCI)
 - 3.5 Internal Audit Service Group (IASG)

However, only the representative from IASG attended the activity.

4. Only Hanmhe Industrial Sales and General Services paid/secured the Bidding Documents before 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	Can the bidder participate on just one (1) lot?	Yes.
6.2	Does the 90-calendar day delivery period apply in every lot?	Yes. The delivery period is 90 calendar days per lot.
6.3	Are the cables included in the budget?	Yes, it is included in the scope of work.
6.4	Is site inspection per branch required?	No.
6.5	Do we still need to use the existing lines?	Yes, it is also included in the scope of work stated in the Bidding Documents.
6.6	What will be the working hours?	Working hours may be during office hours however, it must be coordinated with EFMD.
6.7	Do we have to deliver to all branches the aircon units within 90 days?	Yes.
6.8	What are the items that will be applicable per lot?	This will be clarified through Bid Bulletin.
6.9	Is the NFCC applicable for all the lots?	Yes, if it qualifies for the highest lot.
6.10	In case of ocular inspection, who will assist the bidder?	Bidders can coordinate with the Administrative Section of the branch.
6.10	Can we pay the Bidding Documents in the branch?	Yes.


7. The BAC Secretariat announced the Composition of Envelopes No.1 (Eligibility and Technical Documents) and No.2 (Financial Proposal), and additional documents.
8. The BAC I 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.) 2018 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 January to June 2019
 - c.) SEC/DTI Registration
 - d.) 2019 Mayor's Permit
 - e.) Valid Tax Clearance
 - f.) 2018 Audited Financial Statements filed through EFPS
9. The BAC Secretariat also presented the schedule of the following activities:

9.1 Deadline of Written Queries	: Wednesday, 04 September 2019
9.2 Issuance of Bid Bulletin	: Friday, 06 September 2019
9.3 Submission and Opening of Technical and Cost Proposal	: Monday, 16 September 2019, at 2:00 p.m. at Green Room, 12 th Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late submission shall not be accepted.


Prepared by:


JULINA ROSE DL. DE OCAMPO
Staff, BAC Secretariat

Certified Correct:


ROSALYN AZUL-CONDAT
OIC, Administrative Support Section
BAC Secretariat

Concurred by:


ANTONIO V. TRINOS, JR.
TWG Chairperson

Approved by:


ERNESTO D. FRANCISCO, JR.
SVP and BAC I Chairperson 