

REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM

East Avenue, Diliman, Quezon City
Tel. Nos. (632)8920-6401*(632)8920-6446

E-mail: member_relations@sss.gov.ph*Website <http://www.sss.gov.ph>

**Request for Expression of Interest
REI-SSS-Consulting-2021-002**

HIRING OF CONSULTANT TO CONDUCT OF THE HIGHEST AND BEST USE (HABU) STUDY WITH VALUATION OF DEVELOPMENT AND USUFRUCTUARY RIGHTS (DUR) AND CRAFTING OF THE TERMS OF REFERENCE (TOR) FOR THE DEVELOPMENT OF SSS PRIME INVESTMENT PROPERTIES (IPs)

1. The *Social Security System (SSS)*, through the through the Approved 2021 Indicative Annual Procurement Plan (IAPP) Updates with Code PAP (1 & 2) of the 2021 IAPP under MOOE, intends to apply the sum of **Php 8,350,000.00**, being the Approved Budget for the Contract (ABC) to payments under the contract for **Hiring of Consultant to Conduct of the Highest and Best Use (HABU) Study with Valuation of Development and Usufructuary Rights (DUR) and Crafting of the Terms of Reference (TOR) for the Development of SSS Prime Investment Properties (IPs)**.

A bidder shall be allowed to submit its bid for the two (2) Lots. Bids received in excess of the ABC of the lot subject of the bid as indicated below shall be automatically rejected at the opening of the financial proposals:

Lot	Property	ABC
1	East Triangle, EDSA cor. East Ave., Quezon City	Php4,150,000.00
2	Financial Center Area (FCA) 5-ha., Pasay City	4,200,000.00
	TOTAL	Php8,350,000.00

2. The SSS now calls for the submission of expression of interest (EOI) with eligibility documents from potential bidders/consultants for **the conduct of the HABU study with Valuation of DUR and crafting of the TOR for the development of the SSS prime IPs**. Interested consultants must have **at least five (5) years of experience in advisory and consultancy services in real property development and must have at least one (1) completed HABU study and one (1) Valuation of DUR to qualify for eligibility**.

For purposes of this project, HABU is *defined as the reasonably probable and legal use of vacant land or an improved property, which is physically possible, appropriately supported, and financially feasible and that results in the highest value. Market value of the DUR is defined as the right to use and possess the land for re-development under a joint venture (JV) arrangement, either through a contractual agreement or a JV company (JVC) into a mixed-use commercial, excluding the naked ownership rights of the subject property. The DUR is intended to be the baseline value of the contribution of the SSS to the JV, either a JVC or contractual agreement, for the development/re-development of the subject property/ies.* Similar or related contracts may include but is not limited to *business case study, feasibility study and business valuation on property development projects associated with government and/or private sector within the past ten (10) years.*

The scope of the HABU study with Valuation of DUR and the TOR for the development of the SSS prime investment properties is described in Part II of the Bidding Documents under Section VI. Terms of Reference.

Eligibility documents of interested consultants must be duly received by the BAC Secretariat **on or before 16 November 2020 (Monday) not later than 10:00 a.m. at the BAC Bidding Room (formerly CDRPD Computer Room), 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City.** Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.

Only one company representative is allowed to attend the manual opening of Eligibility Documents. Other company representative may witness the opening of Eligibility Documents through Microsoft Teams. Kindly e-mail us on or before 13 November 2020, through e-mail address bac@sss.gov.ph, the following:

- a. **Name of the representative and e-mail address; and**
 - b. **Technical and administrative queries.**
3. Interested bidders may obtain further information from the SSS and inspect the Bidding Documents at the address in the last item of the ITB from Monday to Friday, 8:00 a.m. to 5:00p.m.
 4. **A complete set of Bidding Documents may be acquired by interested bidders starting 07 November 2020** up to the scheduled submission & opening of eligibility documents from the address stated in the last item of the ITB.

Payment for the Bidding Documents shall be paid by the Shortlisted Consultant’s only, as follows:

<i>Lot</i>	<i>Price of Bid Documents (non-refundable)</i>
1	P 4,100.00
2	P 4,200.00

It may also be **downloaded free of charge** from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the SSS, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

5. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”, and its Revised Implementing Rules and Regulations (RIRR).

The short list shall consist of maximum of five (5) prospective bidders per Lot. The criteria shall be provided in the Terms of Reference (TOR) and rating system for short listing are the following:

CRITERIA	MINIMUM REQUIREMENT	MAX. PTS
A. Applicable Experience of the Consulting Firm	One (1) HABU study and one (1) Valuation of DUR completed for the last ten (10) years prior to the submission of eligibility documents.	40
B. Length of Existence of Consulting firm	Must be duly registered and authorized by the appropriate agencies to perform real estate consultancy services for at least five (5) years prior to the submission of eligibility documents.	20
C. Qualification of Senior Officer and Key Personnel of the Consultant	Sr. Officer and key personnel must have relevant work experience for the last ten (10) years, relevant educational attainment and related seminars and/or trainings attended for the last five (5) years prior to the submission of eligibility documents, as prescribed in Sec. III - Eligibility Data Sheet.	30

CRITERIA	MINIMUM REQUIREMENT	MAX. PTS
D. Current Workload Relative to Capacity	N/A	10
TOTAL		100
PASSING SCORE		80 pts

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.
- (i) Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
7. The SSS shall evaluate bids using the Quality-Cost Based Evaluation (QCBE). The weights to be allocated for the Technical and Financial Proposals are indicated in Clause 25.3, Section III, Bid Data Sheet, Part II of the Bidding Documents. The criteria and rating system for the evaluation of bids as indicated in the Instructions to Bidders are provided in the same Clause 25.3, Section III, Bid Data Sheet, Part II of the Bidding Documents.
8. Subject to the periods to fulfill No. 4, each of the contracts shall be completed within one hundred (100) calendar days broken down below, reckoning from the date of signing of Consultancy Services Agreement (CSA) and issuance of Notice to Proceed (NTP) and excludes the period of review/evaluation and approval in between stages of work:

No.	DELIVERABLES	DELIVERY PERIOD
1	Submission of initial HABU study with DUR valuation and TOR for the recommended development/investment option for each property, for review and acceptance by the Head, Lending & Asset Management Group (LAMG) - One (1) set for each property	Within 60 calendar days upon receipt of NTP for the two (2) IPs
	Revised HABU study with DUR Valuation and TOR for review and acceptance by the Head, LAMG	Within 15 calendar days from receipt of the Notice to Revise in any of the two (2) IPs
2	Presentation of the Final HABU study with DUR valuation and TOR to the Risk Management and Investment Committee (RMIC) for its approval	Within 15 calendar days from the initial presentation with the RMIC, submission of the final HABU study with DUR valuation and final TOR, incorporated therein the comment, if any, of the RMIC, as certified by the Head, LAMG.
3	Presentation of the Final HABU study with DUR valuation and TOR to the SSC for its approval - Three (3) sets hard copy of the final HABU study with DUR valuation and TOR for each property - Soft copy (USB storage device) of the written report	Within 10 calendar days from presentation with the SSC, submission of revised final HABU study with DUR valuation and TOR, incorporated therein the comment, if any, of the SSC. Receipt of the IPD of the SSC Resolution approving the HABU study with DUR valuation and the final TOR or upon receipt of the final and correctly revised documents if the SSC approval was made subject to incorporations of final comments/instructions.

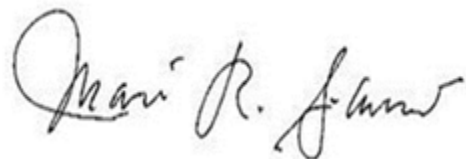
No.	DELIVERABLES	DELIVERY PERIOD
4	Provide assistance to SSS in the conduct of the selection/bidding process for the approved development/investment option for the SSS prime IPs in the following manner: <ul style="list-style-type: none"> a) Represent SSS in the presentation of the project during the pre-bid conference; b) Answer to queries of prospective bidders; c) Attend to SSS meetings if there are issues about the project that need to be clarified; and d) Assist in the evaluation and ranking of bids. 	Not included in the 100 calendar days term of engagement. The period for the required assistance shall commence from but not to exceed eight (8) months from the issuance of the SSC Resolution approving the HABU study/DUR valuation and TOR or upon receipt of the final and correctly revised documents if the SSC approval was made subject to incorporations of final comments / instructions up to award of the development project to the winning bidder.

8. References to the dates and times shall be based on Philippine Standard time. Should any of the above dates fall on a holiday, the deadline shall be extended to the same time on the immediately succeeding business day in Quezon City.
9. The SSS reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. The SSS assumes no obligation to compensate or indemnify parties for any expense or loss that they may incur as a result of their participation in the procurement process, nor does SSS guarantees that an award will be made as a result of this invitation. Furthermore, the SSS reserves the right to waive any defects or formality in the responses to the eligibility requirements and to this invitation and reserves the right to accept the proposal most advantageous to the agency.
11. For further information, please refer to:

Bids and Awards Committee

The Secretariat

2nd Floor, SSS Main Building
 East Avenue, Diliman, Quezon City
 Tel # (632) 8922-1070, 8920-6401 local 5492 or 6382
 Email – bac@sss.gov.ph



**THE CHAIRPERSON
 BIDS & AWARDS COMMITTEE**

