



REPUBLIC OF THE PHILIPPINES  
**SOCIAL SECURITY SYSTEM**

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***Request for Expression of Interest***  
**REI-SSS-Consulting-2021-012**

**HIRING OF A CONSULTANT TO CONDUCT SSS AWARENESS  
SURVEY**

1. The *Social Security System (SSS)*, through the Approved 2021 Corporate Operating Budget under 2021 Corporate Operating Budget-MOOE included in the APP Update for the month of May (5th update) with Code PAP 1 of the 2021 Annual Procurement Plan (APP) intends to apply the sum of Four Hundred Twenty-Five Thousand Pesos **₱425,000.00** being the Approved Budget for the Contract (ABC) to payments under the contract for **Hiring of a Consultant to Conduct SSS Awareness Survey**.

Bids received in excess of **₱425,000.00** as ABC shall be automatically rejected at the opening of the financial proposals.

2. The *SSS* now calls for the submission of eligibility documents for **for the placement of rider questions on the Consultant's quarterly, nationwide, social survey for its "Awareness Survey"**. The survey is aimed to measure the general public's awareness of SSS as an institution, its services, programs and policies.

Eligibility documents of interested consultants must be duly received by the BAC Secretariat **on or before 04 August 2021 (Wednesday) not later than 2:00 p.m. at the BAC Bidding 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.

Interested consultant must be a Structural Engineering Consultant Firm with at least five (5) years of experience in the field of engineering design, structural investigation and evaluation of buildings that includes design of new buildings (conventional and post-tensioned concrete), as well as strengthening/retrofitting of existing buildings.

**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 03 August 2021, through e-mail address [bac@sss.gov.ph](mailto: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 **24 July 2021** up to the scheduled submission & opening of eligibility documents from the address stated in the last item of the ITB.

Payment of **₱500.00** for the Bidding Documents shall be paid by the Shortlisted Consultant's only.

The mode of payment will be on a cash basis payable at the SSS Cash Department, Ground Floor, SSS Main Bldg., upon accomplishment of SSS Form R-6. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.

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 three (3) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

<b>CRITERIA</b>	<b>POINTS PER CATEGORY</b>	<b>MAX POINTS</b>
<b>1. APPLICABLE EXPERIENCE</b>		<b>60</b>
<i>a. Has conducted quarterly, nationwide, social research surveys, not political survey, for the last five (5) years.</i>  A social research survey is a study about people and societies so that they can design products/services that cater to various needs of the people.	20	
<i>b. Allows rider questions on their quarterly, nationwide, social research surveys.</i>  If the research firm does not allow rider questions on its quarterly, nationwide, social research surveys, it will be disqualified.	20	
<i>c. Has been existing as an independent research firm for ten (10) years or more.</i>	20	
<b>2. QUALIFICATION OF PERSONNEL to be assigned to the project: at least three (3) years for project manager and one (1) year for supervisors/ statistician.</b>		<b>20</b>
<b>3. CURRENT WORKLOAD VS. CAPACITY TO DO THE JOB</b>		<b>20</b>
<b>TOTAL</b>		<b>100</b>

**Passing score is 75 points.**

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 25.1, 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 Clause 25.1 and 26.2, Section III, Bid Data Sheet, Part II of the Bidding Documents.
8. The contract shall be completed within two (2) months, details below:

a. Fieldwork of the Survey	4 <sup>th</sup> quarter of 2021
b. Submission of Project Report	One (1) month after end of Fieldwork
c. Briefing of the Results to ManCom	On mutually agreed date
d. Estimated time to complete project	2 months

9. 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.
10. 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. 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.
12. 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
13. Bidding Documents may be downloaded from PROCUREMENT tab at [www.sss.gov.ph](http://www.sss.gov.ph) starting **24 July 2021**.

  
CS210723e01  
**THE CHAIRPERSON**  
**BIDS & AWARDS COMMITTEE**  


ref.: rei-consulting-sss-2021-012- Hiring of a Consultant for SSS Awareness Survey