

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

BIDS AND AWARDS COMMITTEE (BAC) II

PROJECT : 2022 3rd PARTY CUSTOMER SATISFACTION SURVEY
ITB NO. : REI-SSS-CONSULTING 2022-010
SUBJECT : BID BULLETIN NO. 1
DATE : 16 NOVEMBER 2022

Details of the bidding, as advertised:

Advertisement:	Posting at Website & Conspicuous Places – September 30 to October 07, 2022
Approved Budget for the Contract (ABC) and Source of Fund	₱2,888,600.00 Approved 2022 APP COB – MOOE
Price of BD (non- refundable)	₱3,000.00
Delivery/Completion Period	The contract shall be completed within 75 calendar days or two and a half (2.5) months.

This addendum/Bid Bulletin No. 1 is issued to clarify, modify or amend items in the Bidding Documents (BD) as a result of the pre-bidding conference on 09 November 2022. This shall form an integral part of the BD.

Under Section 22.5.3 of the RIRR of RA 9184, it shall be the responsibility of all those who have properly secured the BD to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC.

1. Schedule of activities as discussed in the Pre-bidding Conference:

- Deadline for the submission of written queries: Friday, 11 November 2022
- Issuance of Bid Bulletin No. 1: Wednesday, 16 November 2022
- **Submission of Technical & Financial Proposals and subsequent Opening of Technical Proposal: Wednesday, 23 November 2022, 2:00 p.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

2. Documentary Requirements

a. 1st Envelope

- a.1 Bid Security (2% of the ABC for Cash or Manager's/Cashier's Check payable to SSS or Bank Draft of the ABC, 5% of the ABC for Surety Bond or Bid Securing Declaration – form supplied)

- a.2 TPF 1 – Technical Proposal Submission Form
- a.3 TPF 2 – Consultant’s Reference: Relevant Services Carried out in the last 5 Years that best illustrate qualifications
- a.4 TPF 3 – Comments and Suggestions of Consultant on the Term of Reference and on data, services, facilities to be provided by the Social Security System
- a.5 TPF 4 – Description of the Methodology and Work Plan for Performing the Project
- a.6 TPF 5 – Team Composition and Task including organizational chart indicating relationship amongst the Consultants
- a.7 TPF 6 – Curriculum Vitae for Proposed Professional Staff
- a.8 TPF 7 – Time Schedule for Professional Personnel
- a.9 TPF 8 – Activity (Work) Schedule
- a.10 Omnibus Sworn Statement (form supplied in the Bidding Documents)

b. Checklist of the 2nd envelope:

- b.1 FPF 1 – Financial Proposal Submission Form
- b.1 FPF 2 – Summary of Costs
- b.1 FPF 1 – Breakdown of Price per Activity
- b.1 FPF 1 – Breakdown of Remuneration per Activity


c. Additional Requirements to be submitted by the bidder with the Lowest Calculated Bid

- c.1 2021 Income Tax Return filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
- c.2 Quarterly VAT for the period January 2022 to June 2022 or latest available Quarterly VAT;;
- c.3 Documents listed in the Platinum Membership and updates, if any;
 - SEC/DTI Registration
 - 2022 Mayor’s Permit
 - Valid Tax Clearance
 - 2021 Audited Financial Statement filed through EFPS

3. Awarding shall be made to the bidder with the Highest Rated and Responsive Bid (HRRB).

4. All documents that need notarization should be notarized by the Notary Public himself/herself who has the authority to do so for the current year. A copy of the Notarial Commission and Specimen Signature from the Notary Public.

Prepared by:


ROSALYN AZUL-CONDAT
Acting Head
BAC Secretariat Department

Concurred by:


MARISOL E. RIVERA
Chairperson, TWG

Approved by:


ELVIRA G. ALCANTARA-RESARE
Executive Vice-President & Chairperson
Bids and Awards Committee II

Bid Bulletin Control No. BB-2022-127
Dated 16 November 2022