

PROJECT: OUTSOURCING OF 3-YEAR CONTRACT FOR TRANSPORTATION AND BUILDING AND FACILITIES MAINTENANCE SERVICES

QUERIES/CLARIFICATIONS RAISED DURING THE PRE-BID CONFERENCE:

Query/Clarifications	TWG/BAC Reply
<p>It was mentioned in the presentation that winning bidder or vendor shall provide project managers or supervisors at no cost for SSS, would it be possible that we can just delegate or designate some key personnel within the team in the given head count?</p>	<p>The instruction is to have someone to supervise the supply of workers from the service provider for immediate action if a complaint is received.</p>
<p>For page 25, item 2.7 of the bidding documents, "Skilled technician who are fully vaccinated and are negative from COVID-19 (Antigen Test) within three months prior to deployment and must submit Antigen Test Result every year thereafter", can we request for clarification on this?</p>	<p>It may be waived when the government declares that we have fully recovered from COVID-19 and that the provision on this will be removed with the approval of the Approving Authority.</p>
<p>a. How immediate is the winning bidder's obligation in item no. 5, "The winning bidder shall immediately provide qualified drivers/and or technicians to replace those that have resigned, retired, or died?" Is there a timetable in place for this?</p> <p>b. Can we replace "immediate" for a specific timeline for our guidance for our operation?</p>	<p>As a legitimate contractor, bidder is expected to have reliever available whenever their personnel cannot report to work. In case of resignation, retirement or death of their personnel assigned to the SSS, they are expected to provide immediately a reliever so as not to hamper the operations of SSS.</p> <p>In case of vacant positions, the bidder is given a period of seven (7) calendar days within which a duly qualified, screened and briefed replacement shall be deployed.</p> <p>In case a regular Driver/Technician of SSS resigned/retired/died and a replacement or additional Driver/Technician is required, please refer to 19c of the Obligations of the Winning Bidder in the PBD.</p> <p>No. Please refer above.</p>
<p>a. For item no. 6, of Special Condition of the Contract "The winning bidder shall at his own account, shoulder three (3) sets of uniform, name tags and pre-deployment expenses such as but not limited to medical exam/test and training, and shall not be passed on to, or deducted from the salary of the service personnel to be assigned to SSS' , we</p>	<p>The clause sets forth a pre-deployment requirement which is different from pre-employment. As a legitimate contractor, bidder is expected to have a pool of employees that are ready for deployment to their clients. Thus, if personnel to be deployed for SSS</p>

<p>already have clarification about this during previous bidding, can we iterate it again, for pre-employment expenses and initial year, it should be shouldered by the applicant?</p> <p>b. Can we just not include medical exam expenses from it on the first year of the contract?</p>	<p>lacks the requirements, such as an updated medical exam or RT PCR or antigen test result within the period of three (3) months prior to deployment, bidder is required to provide for them at no cost to their employees.</p> <p>No. Please refer above.</p>
<p>a. For item no. 14, "The winning bidder shall immediately restore/repair/replace/pay any loss/es or damage/s caused to SSS-owned properties/premises pending investigation by bidder and validated by SSS", is it possible to have a due process for this? Can it be indicated there to wait for the results of the investigation before replacing and the restoring the properties' damages?</p>	<p>14. The Winning Bidder shall immediately restore/ repair/ replace/ pay any loss/es or damage/s caused to SSS-owned properties/premises pending investigation by bidder and validated by SSS as to the determination of liability/person liable after the due process has been conducted.</p>
<p>For financial proposal, we've seen an increase in the ABC for the 1st, 2nd and third years, can you tell us how it's used in the computation?</p>	<p>In the Bid Breakdown, the cost generation is three years. The increase in cost in 2nd and 3rd years represents the inflation rate increase whereby an average yearly cost is computed that shall be used within the three (3) years period.</p>
<p>a. Under Technical Specification page 25, is it mandatory for all SSS vehicle drivers to be insured?</p> <p>b. About the training, based in the item no. 6 of Special Condition of the Contract, what particular trainings do you required?</p>	<p>Page 25 of the PBD reflects the Qualifications of Drivers/ Technicians</p> <p>On the Technical Specification, item 1 states that "The bidder must be a licensed company engaging in the supply of allied positions and manpower services"</p> <p>and item no. 2 states that "The bidder must submit the following documents as proof for validation:</p> <p>a. Copy of DOLE Registration</p> <p>b. Affidavit that the company is engaged in the supply of allied positions and manpower services"</p> <p>All SSS vehicles are insured but the Drivers are not.</p> <p>For technicians and drivers, they have to submit certificates of training from TESDA.</p>

<p>c. Does the winning bidder need to be in charge of this? Isn't it a pre-employment requirement?</p> <p>d. Some clarification on financial forms, will you provide us a copy of excel file ?</p> <p>e. Is there another form for the 2nd and 3rd year? The ABC in the first year is different compare to 2nd and 3rd year?</p> <p>f. Is insurance Premium included.</p>	<p>YES. When you required them to provide it, the same will be forwarded to us prior to the project's implementation.</p> <p>On the Technical Specification item 1, the bidder must submit licensed of the company for their manpower services and item no. 2, copy of DOLE Registration and affidavit as proof of validation that the company is engaged in the supply of allied positions and manpower services.</p> <p>Yes.</p> <p>None. The cost for the second and third years is reflected in the provided template to generate an average monthly cost that shall be used in the monthly billing for the period of three years.</p> <p>Kindly disregard the Insurance Premium in the form as it is already integrated in the government premiums. The TWG has revised the form and the protected soft copy will be provided to all interested suppliers.</p>
<p>Are common tools and equipment will be provided by SSS?</p>	<p>Yes. The service provider shall only provide for the basic tools.</p>
<p>Is there any other training required with regards to item no. 6 in Special Condition of the Contract?</p>	<p>The training referred to in the statement is just an updated briefing from time to time.</p>
<p>How about the Specification of Multi Tester for the Electro Mechanical?</p>	<ol style="list-style-type: none"> 1. Clampmeter, model 902 or Higher (Ampere tester of AC) 2. Analog Multi Tester (Current and Voltage tester of electricity) 3. Infrared Thermometer (Thermostat tester of AC) <p>NOTE: To be supplied per office and not per technician.</p>

WRITTEN QUERIES:

	Query/Clarifications	TWG/BAC Reply
1	<p>On the SLCC, can we attached a contract that includes other position. Since most of our clients includes Drivers and Multi-Skilled Technicians on the Janitorial Services and General Support Services. It is very seldom to see a contract that pertains only to Drivers and Multi-Skilled Technicians. As a proof we can attached the detailed cost breakdown to qualify the amount of Drivers and Multi-skilled technician. Further, will it be acceptable to attached a contract that was not necessarily same i.e Electromechanical Technician vs. Electrician.</p>	<p>Only those identified as similar in nature shall be included in the computation of the 50% of the ABC.</p> <p>Please prepare a summary, together with its supporting documents, that would show the similarity of the allied services provided to the required drivers and technicians, such as scope of work.</p>
2	<p>Clause 5 The Winning Bidder shall immediately provide qualified driver/s and/or technician/s to replace those that have resigned, retired or died, what will be the estimated process time to deploy the replacement personnel. May we know the Leadtime for this.</p>	<p>As a legitimate contractor, bidder is expected to have reliever available whenever their personnel cannot report to work. In case of resignation, retirement or death of their personnel assigned to the SSS, they are expected to provide immediately a reliever so as not to hamper the operations of SSS.</p> <p>In case of vacant positions, the bidder is given a period of seven (7) calendar days to prepare the pre-deployment requirements within which a duly qualified, screened and briefed replacement shall be deployed.</p>
3	<p>Clause 6 The Winning Bidder shall, at his own account, shoulder three (3) sets of uniforms, name tags, basic tools and the pre-deployment expenses such as but not limited to medical exam/test and training, and shall not be passed on to, or deducted from the salary of the service personnel to be assigned to SSS, if it is possible that the applicant will shoulder the medical exam since the applicant is responsible for this and this was part of pre-employment qualification- May we negotiate to the BAC if the medical exam/test and training should be borne by the applicants/employee during their 1st year with us since this is part of their expenses when looking for a job. Further, may we also request for the list of trainings needed.</p>	<p>The clause sets forth a pre-deployment requirement which is different from pre-employment. As a legitimate contractor, bidder is expected to have a pool of employees that are ready for deployment to their clients. Thus, if personnel to be deployed for SSS lacks the requirements, such as an updated medical exam or RT PCR or antigen test result within the period of three (3) months prior to deployment, bidder is required to provide for them at no cost to their employees.</p> <p>The training referred to in the statement is an updated briefing of the contractor's employees from time to time.</p>

4	<p>Clause 14 The Winning Bidder shall immediately restore/repair/replace/pay any loss/es or damage/s caused to SSS-owned properties/premises pending investigation by bidder and validated by SSS as to the determination of liability/person liable, possible if the immediate restoration and repair or any losses will discuss and investigate to determine the scope of liability or the party liable?- If we can rephrase the provision, the winning will restore/repair/replace/pay any loss/es or damage/s caused to SSS-owned properties/premises after determination of person liable due through investigation.</p>	<p>14. The Winning Bidder shall immediately restore/ repair/ replace/ pay any loss/es or damage/s caused to SSS-owned properties/premises pending investigation by bidder and validated by SSS as to the determination of liability/person liable after the due process has been conducted.</p> <p>Payment/replacement/restoration shall be charged to the concerned liable party after the due process has been conducted.</p>
1	<p>We are duly licensed contractor for Janitorial and manpower services and we are very much interested to join the bidding for your requirements, however we are now preparing our financial cost and we would like to ask regarding the administrative fee if you have a standard minimum or it depends on the bidder if we can bid above 10%?</p>	<p>1. Pursuant to DOLE DO No. 174 s. 2017, dated 16 March 2017, the standard administrative fee shall not be less than 10%. However, any bid amount that is greater than the ABC shall be a ground for disqualification.</p> <p>2. The published Approved Budget for the Contract is ₱146,393,969.74 broken down into per Lot basis:</p> <p>Lot 1- ₱37,883,039.24 Lot 2- ₱26,794,704.07 Lot 3- ₱43,655,571.93 Lot 4- ₱19,030,327.25 Lot 5- ₱19,030,327.25</p>
2	<p>Also, as discussed on our pre-bid meeting you can provide us an excel copy of financial proposal.</p> <p>With this, we would like to formally request a copy of excel file for our reference.</p>	<p>Yes. SSS will provide the excel copy of the financial proposal.</p>