



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

BIDS AND AWARDS COMMITTEE (BAC) I

PROJECT : ONE-YEAR CONTRACT FOR JANITORIAL SERVICES FOR NCR PROPERTIES
ITB NO. : Goods 2019-033
SUBJECT : BID BULLETIN NO. 1
DATE : 04 June 2019

Details of the bidding, as advertised:

Advertisement:	Posting at Websites & Conspicuous Places – May 17 to 24, 2019
Approved Budget for the Contract (ABC) and Source of Fund	P8,847,956.20 COB – Janitorial Services – Investment Income
Price of BD (non-refundable)	P9,000.00
Delivery Period	One (1) Year Contract

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 27 May 2019. 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: Wednesday, 29 May 2019
- Issuance of Bid Bulletin No. 1 – reply to written queries: Tuesday, 04 June 2019
- **Submission and opening of 2 envelopes: Thursday, 13 June 2019, 2:00 p.m. at the Green Room, 12th floor, SSS Main Building, East Avenue, Diliman, Quezon City**

2. Clarifications - Annex "A".

3. Documentary Requirements

a. 1st Envelope

- a.1 PhilGEPS Certificate of Registration and membership.
In case of uploaded document/s, which validity period had already expired, submit the updated document/s.
- a.2 Statement of all its Ongoing Government and Private Contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
- a.3 Statement of Single Largest Completed Contract **within three (3) years** prior to the submission and opening of bids **with supporting documents**, which should be equivalent to at least **50% of the ABC**.

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- a.4 JVA, in case of Joint Venture – Class “B” Documents (Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance, except for SSS Clearance that must be complied by all JV partners);
- a.5 Omnibus Sworn Statement (form supplied)
- a.6 NFCC Computation or committed Line of Credit
- a.7 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.8 Technical Documents – project requirements
 - Section VI – Schedule of Requirements
 - Section VII – Statement of Compliance with the Technical Specifications

b. Checklist of the 2nd envelope:

- b.1 Bid Form (form supplied) – pages 59 to 60
- b.2 Bid Breakdown pages – bidders will be provided with the softcopy

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

- c.1 2018 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 October 2018 to March 2019;
- c.3 Documents listed in the Platinum Membership and updates, if any;
 - SEC/DTI Registration
 - 2019 Mayor’s Permit
 - Valid Tax Clearance
 - 2018 Audited Financial Statement filed through EFPS
- c.4 Certificate of Availability of the standard tools and equipment (Annex 1.5)
- c.5 Sworn statement that it has adequate training program for its employees, and that all employees hired and deployed in their respective areas of assignments have been well trained in the proper use of tools and equipment, supplies and materials including basic pest control management and landscape and plant management.

4. Awarding shall be made to the bidder with the Lowest Calculated and Responsive Bid (LCRB).

Prepared by:


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 BAC Secretariat Department

Concurred by:


ALBERTO A. DIAZ
 Chairperson, TWG

Approved by:


ERNESTO D. FRANCISCO, JR.
 Senior Vice President & Chairperson
 Bids and Awards Committee I

Annex “A”
 Bid Bulletin Control No. BB-2019-065
 Dated 04 June 2019

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PROJECT: ONE-YEAR CONTRACT FOR JANITORIAL SERVICES FOR NCR PROPERTIES**A. RESPONSES TO THE QUERIES RAISED DURING PRE-BID CONFERENCE:**

	Query/Clarifications	SSS RESPONSE
1	Is there a percentage ceiling for the Admin Fee?	None.
2	Will the project still be using NCR 21 for wage order?	Yes.