



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

BIDS AND AWARDS COMMITTEE (BAC) I

PROJECT : THREE-YEAR CONTRACT FOR SECURITY SERVICES FOR VISAYAS OPERATIONS GROUP
ITB NO. : Goods 2019-023
SUBJECT : BID BULLETIN NO. 1
DATE : 05 April 2019

Details of the bidding, as advertised:

Advertisement:	Posting at Websites & Conspicuous Places – March 22 to 29, 2019
Approved Budget for the Contract (ABC) and Source of Fund	Lot 1 – SSS Visayas Central 1 Division – P18,308,849.00/year Lot 2 – SSS Visayas Central 2 Division - P8,130,599.00/year Lot 3 – SSS Visayas West 1 Division – P12,735,118.00/year Lot 4 – SSS Visayas West 2 Division – P7,469,528.00/year COB – Security Services - MOOE
Price of BD (non-refundable)	Lot 1 – P12,500.00 Lot 2 – P9,000.00 Lot 3 – P11,500.00 Lot 4 – P8,000.00
Delivery Period	Three (3) Year Contract

The 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184, which took effect on 28 October 2016, and the Fifth Edition of the Philippine Bidding Documents, which took effect in January 2017, shall be applied in the bidding process.

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 01 April 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, 03 April 2019
- Issuance of Bid Bulletin No. 1 – reply to written queries: Friday, 05 April 2019
- **Submission and opening of 2 envelopes: Monday, 15 April 2019, 2:00 p.m. at the Green Room, 12th floor, SSS Main Building, East Avenue, Diliman, Quezon City**

2. Issues raised during the Pre-bid Conference is attached as Annex "A".

3. The submission of the 1st and 2nd envelopes shall be on a non-discretionary pass/fail basis as indicated under Section II - Instructions to Bidders, item 24. Bids, including the eligibility requirements, submitted after the deadline shall not be accepted by the BAC. **Failure to submit any document stated in the checklist of the BD shall be ground for outright disqualification.**

4. The first envelope contains the eligibility and technical documents of the bid, as specified under Section III - Bid Data Sheet, item 12.1 (a).

a. **Eligibility Documents shall be applicable to any or all lots the bidder intends to participate in:**

4.1 For bidders with Platinum Membership:

- PhilGEPS Certificate of Registration and membership.

In case of uploaded document/s, which validity period had already expired, submit the updated document/s.

4.2 For bidders with Blue Membership:

- PhilGEPS Certificate of Registration and Membership.
- SEC/DTI Registration
- 2019 Mayor's Permit
- Valid Tax Clearance
- 2017 Audited Financial Statement

4.3 Statement of all its Ongoing Government and Private Contracts, with supporting documents, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;

4.5 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);

4.6 Omnibus Sworn Statement (form supplied)

b. **The following Technical and Financial Documents shall be submitted on a per lot basis. Please indicate on the document the corresponding lot number the bidder intends to participate in:**

4.7 Statement of **Similar Single Largest Completed Contract (SLCC) with supporting documents**, equivalent to at least **50% of the ABC per lot**, completed **within five (5) years** prior to the submission and opening of bids

4.8 NFCC Computation or committed Line of Credit

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

4.10 Technical Documents – project requirements

- Section VI – Schedule of Requirements
- Section VII – Statement of Compliance with the Technical Specifications
- Certified True Copy of a valid License to Operate issued by the Philippine National Police Supervisory Office on Security and Investigation Agencies (PNP-SOSIA)

c. **Reminder/emphasis on the following:**

4.11 For the Bidder's Bond – the amount of Bid Security shall not be less than the following:

Percentage of the ABC	Form of Bid Security
Two percent (2%)	(a) Cash or cashier's/manager's check, Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank

	(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal of Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.
Five percent (5%)	(c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.

Bank securities must be issued by a universal/commercial bank while Surety Bonds must be accompanied by a certification from the Insurance Commission that issuer is authorized to issue such security, except for GSIS Bond as confirmed with the GPPB.

4.12 The Bid Security shall be limited to at least one (1) form (Cash/Bank Guarantee/Surety Bond) OR Bid Securing Declaration per format provided in the bidding documents.

4.13 The documents of the 1st envelope must be submitted in five (5) sets/copies as indicated in Section III – Bid Data Sheet, item 20.3. **Each and every page of the bidder's proposal (legal, technical, financial) shall be signed by the bidder or his/her duly authorized representative/s. Failure to do so shall be a ground for disqualification.**

5. The 2nd envelope contains the financial information/documents as specified in Section III – Bid Data Sheet, item 13.1 must be submitted in **five sets/copies**.

Checklist of the 2nd envelope:

- 5.1 Bid Form (form supplied) – pages 68 to 75
5.2 Bid Breakdown (form supplied) – softcopy of Bid Breakdown will be provided to the bidders

Please take note that the Administrative Fee shall be based on the DOLE Department Order No. 150-16.s.2016.

Bidders shall fill up all required items/field in the Bid Breakdown. Failure to do so shall render the bid as NON-RESPONSIVE and shall be ground for outright disqualification. If the item is given for free, indicate dash (-), zero (0) or free. If the item is not applicable, indicate N/A.

The Financial Proposal must be inclusive of all applicable taxes per Section 28.6 and should not exceed the ABC.

6. The financial proposals submitted by the bidders shall be subjected to Bid Evaluation. The bidder with the **Lowest Calculated Bid per lot** shall be required to submit the following additional documents specified in Section III - Bid Data Sheet, item 29.2, **within non-extendible period of five (5) calendar days upon receipt of written notice from the BAC:**

- 6.1 2017 Income Tax Return filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
6.2 Quarterly VAT for the period July to December 2018;
6.3 Documents listed in the Platinum Membership and updates, if any;
 - SEC/DTI Registration
 - 2019 Mayor's Permit
 - Valid Tax Clearance
 - 2017 Audited Financial Statement filed through EFPS

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

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Annex "A"
BAC Resolution No. BB-2019-048
dated 05 April 2019

ANNEX 'A'

PROJECT: THREE-YEAR CONTRACT FOR SECURITY SERVICES: VISAYAS OPERATIONS GROUP

RESPONSES TO THE QUERIES RAISED DURING PRE-BID CONFERENCE

	Queries of Prospective Bidders	SSS Responses
1	Can we be provided a soft copy for the computation under Form No. 2 & 3 of the BTD?	Yes, the BAC Secretariat will give the soft copy.
2	Say a bidder joins more than 1 lot, will it require another set of eligibility documents?	No, only one (1) set of Eligibility Documents is required in case a bidder bids for (two) 2 lots.
3	Under page 32, item 13.2, to include a ceiling on the Administrative Fee.	Section III. Bid Data Sheet, Item 13.2 to include a ceiling on the Administrative Fee, to read as follows: <i>"The Administrative Fee should be based on DOLE Department Order No. 150-16.s.2016</i> This amends Section III. Bid Data Sheet.
4	What shall be the period of quarterly VAT to be submitted?	Submit the quarterly VAT for the period of July – December 2018.
5	Is there a certain date for the site inspection?	No, every interested bidder may schedule site inspection on their own.
6	Are the number of 300 Licensed Guards to be reported to the SSS the minimum?	Yes, 300 licensed Guards shall be the minimum.
7	In Annex "H" (lot 1- Visayas Central 1 Division) Service Vehicle(year model not lower than 2013)	Should be Service Vehicle (year model not lower than 2014) This amends Annex "H" of the Bid Documents.
8	In Annex "H.1" (lot 2- Visayas Central 2 Division) Service Vehicle(year model not lower than 2013)	Should be Service Vehicle (year model not lower than 2014) This amends Annex "H-1" of the Bid Documents.
9	In Annex "H.2" (lot 3- Visayas West 1 Division) Service Vehicle(year model not lower than 2010)	Should be Service Vehicle (year model not lower than 2014) This amends Annex "H-2" of the Bid Documents.
10	Annex "B" Calbayog Branch Address from Freedom Park, Calbayog City, W. Samar	To PNB Bldg., Brgy. Obrero, Calbayog City, Samar This amends Annex "B" of the Bid Documents.
11	Annex "B" Catarman SO Address from Singzon Bldg., cor. Quirino & Balite St.,	To Difuntorum Bldg, Quirino St.,Brgy. J.P. Rizal, Catarman, N. Samar

ANNEX 'A'

	Queries of Prospective Bidders	SSS Responses
	Catarman, N. Samar	This amends Annex "B" of the Bid Documents.
12	Annex "B" Victorias Branch Address from Rainbow Mall, Osmeña Ave., Victorias City	To G/F Redkey Bldg, Osmeña Ave., Brgy. 5 Victorias City This amends Annex "B" of the Bid Documents.
13	Annex "B" Camotes SO Address from Eastern Poblacio, Poro, Camotes, Cebu	To Eastern Poblacion, Poro, Camotes, Cebu This amends Annex "B" of the Bid Documents.