

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

BIDS AND AWARDS COMMITTEE (BAC) II

PROJECT : Hiring of Two (2) Local Fund Managers (Pure Fixed Income Fund Mandate)

ITB NO. : Consultancy-2019-008

SUBJECT : BID BULLETIN NO. 1

DATE : 08 October 2019

Details of the bidding, as advertised:

Advertisement:	Posting at Websites & Conspicuous Places – August 24 to 31, 2019
Approved Budget for the Contract (ABC) and Source of Fund	Lot I - P5,000,000.00 for 2 years Lot II – P5,000,000.00 for 2 years 2019 Corporate Operating Budget (COB)
Price of BD (non-refundable)	Lot I – P5,000.00 Lot II – P5,000.00
Delivery Period	Two (2) Years

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 30 September 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, 02 October 2019
- Issuance of Bid Bulletin No. 1 – reply to written queries: Wednesday, 08 October 2019
- Pre-Screening of the 1st Envelope: Monday, 14 October 2019
- **Submission and opening of 2 envelopes: Wednesday, 16 October 2019, 2:00 p.m. at the Bidding Room (formerly CDPRD Computer Room), 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City**

2. Clarifications and other amendments – Annex “A”


3. 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 Projects including organizational chart indicating relationship amongst the Consultant
 - a.7 TPF 6 – Curriculum Vitae of the Team Composition
 - a.8 Omnibus Sworn Statement (form supplied in the Bidding Documents)
- b. Checklist of the 2nd envelope:**
- b.1 FPF 1 – Financial Proposal Submission Form
- 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 January to June 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
4. Awarding shall be made to the bidder with the Highest Rated and Responsive Bid (HRRB).
5. All documents that need notarization should be notarized before a duly commissioned Notary Public.


Prepared by:


ROSALYN AZUL-CONDAT
OIC/ Administrative Support Section
BAC Secretariat Department

Concurred by:


PEDRO T. BAOY
Senior Vice President and
Chairperson, TWG

Approved by:


GUILLERMO M. URBANO, JR.
Vice President & Vice-Chairperson
Bids and Awards Committee II

ANNEX “A”

SUBJECT : HIRING OF TWO (2) LOCAL FUND MANAGERS (PURE FIXED INCOME FUND MANDATE) UNDER REI-SSS CONSULTING 2019-008

A. QUERIES RAISED DURING THE PRE-BID CONFERENCE

	Query/Clarifications	TWG/BAC Reply
1	What is the cost of the Bidding Documents?	The cost of the Bidding Documents is P5,000.00 per lot.
2	Does the bidder need to declare which lot to participate in?	Yes.
3	If the bidder will participate on two (2) lots, how many sets of document must be prepared?	1 set, of all documents but with 5 duplicate copies per lot.
4	Are we already considered shortlisted for both lots?	Yes, for as long as they paid P10,000.00 for both lots.
5	Are your Money Market Activities circulating only on Landbank and DBP?	Yes. However, the Department of Finance has granted SSS’ request to continue its market activities with seven (7) private banks, including Metrobank. To date, SSS has also requested for an extension of the maximum threshold with each private banks.
6	Regarding the 3 rd party custodian, are the bidders allowed to choose its own custodian for securities?	Consistent with the 1 st round of Pre-Bid Conference for the Hiring of Local Fund Managers, local fund managers are allowed to choose their own BSP-accredited 3 rd party custodian for securities.
7	On the TPF2, should the bidder identify all the consultants’ references within 5 years?	Yes.
8	On the list of on-going private and government contracts, how much would be the AUM?	Consider contracts that if summed up would result to an aggregate total of at least P10 B for the last five years. (i.e. January 1, 2014 to December 31, 2018).
9	On the TPF3, if the bidders do not have any suggestions, what would they indicate?	Just put “not applicable” but do not leave any blank section.
10	On the TPF6 (Curriculum Vitae of the Personnel), if we submit it already on the Checking of the Eligibility requirements, do we need to submit those again?	Yes, as required by the law.
11	Is there a standard Secretary’s certificate specific for the project? The bidder’s board will have a briefing on October 16, 2019, thus a secretary’s certificate specific for the project will not be available during the submission, however, the company has an omnibus Secretary’s Certificate, is it acceptable?	Yes, Omnibus Secretary’s Certificate is acceptable.
12	Is the payment for the Bidding Documents must be paid before the schedule of Opening of Bids?	Yes.
13	How about a Trust License with no inception date? Is it acceptable?	Bidders must provide the document with the inception date.

B. REPLY TO WRITTEN QUERIES

		QUESTION	TWG's COMMENTS
		TPF 1: Technical Proposal Submission Form:	
1.1	ATRAM	The form requires us to indicate several dates which are currently blank in the template (“ <i>if negotiations are held during the period of bid validity, i.e. before [insert date]...</i> ” Will the SSS be providing us with a new template that already indicates the correct dates to be used?	No. Please be reminded of the following: Date of TPF1 – on or before the deadline of submission of bids Date of bidding documents – leave it blank Date of bid validity – Section 28.1 of RA 9184: <small>28.1. Bids and bid securities shall be valid for a reasonable period as determined by the HoPE concerned, which shall be indicated in the Bidding Documents, but in no case shall the period exceed one hundred twenty (120) calendar days from the date of the opening of bids.</small> Bid opening – 16 Oct 2019 Bid validity – 13 Feb 2020
1.2	MBTC	What will be the date for the period of validity?	Refer to Item 1.1
		TPF 2: Consultants References:	
2.1	ATRAM	<i>Approx. Value of services (in Current US\$)</i> We would like to confirm that the value should be in Php? Also, what is the cut-off date to be used – December 2018 or August 2019?	Yes. Both the AUM and Management Fee for each project should be indicated in Philippine Peso. Cut-off date shall be December 2018.
2.2	ATRAM	Do we need to provide one TPF 2 Form for ALL our ongoing and completed projects? Or can we just choose a select number of project which we think best illustrate our qualifications per mandate? If we include ALL our ongoing and completed projects, this would be cumbersome as we would have to submit multiple pages of the TPF 2 form.	No. The Bidder must submit one TPF2 Form per project. All projects to be identified in the TPF2 Forms must have an aggregate AUM of at least P10-B as of 31 December 2018. For a bidder which has more than the required minimum P10-B AUM, it may choose projects to be identified in the TPF2 Forms, provided that the aggregate amount of AUM is at least P10-B as of the prescribed period.
2.3	MBTC	The threshold for the amount of projects/Approximate Value of Services - should total to an AUM of Php10Bn	Yes.

		TPF 3: Comments and Suggestions of Consultant on the Term of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity	
3.1	MBTC	If there are no comments or suggestions on the TOR and Data, services to be provided by the Procuring Entity, just indicate Not Applicable	Yes
		TPF 6: Curriculum Vitae:	
4.1	ATRAM	Given that we have submitted notarized Curriculum Vitae (CV) of the personnel to be assigned in this Project in Part I (Eligibility), do we need to submit newly notarized CV of the same personnel for Part II?	No. You may submit the same CVs as submitted in the Part I (Shortlisting requirements).
		Omnibus Sworn Statement	
5.1	ATRAM	Since we are being required to certify that none of our officers or stakeholders are related to the Head of the Procuring Entity, Members of the Bids and Awards Committee (BAC) the Technical Working Group, the BAC Secretariat, the Head of Project Management Office or the end-user unit, and the Project Consultants, may we request that the SSS provide us with all the names of all the individuals so that we can verify on our end.	Please see attached list of SSS Executives and personnel involved in this procurement.
5.2	MBTC	May we also please get a list of the Head of Procuring entity, Members of the BAC, the TWG, and the BAC Secretariat, the Head of the PMO or the other end-user unit, and the project consultants for the purpose of checking any conflict of interest?	Refer to Item 5.1
		FPF 1. Financial Proposal Submission Form	
6.1	MBTC	What will be the date for the bid validity period?	Refer to Item 1.1
6.2	MBTC	For Financial Proposal, only FPF1 is required to be submitted.	Yes
		Other Matters:	
7.1	MBTC	What will be the reference number to be used in the Bid Securing Declaration – is it REI-SSS Consulting 2019-008?	Yes.
7.2	MBTC	We would like to inquire on who will make the computations for	The TWG will compute for the said ratios.

		<p>the Average Risk Returns such as:</p> <p>Sharpe Ratio Information Ratio Sortino Ratio</p>	
7.3	MBTC	<p>Since the Mandate is the same for Lots I and II, the prospective bidder may submit only five sets of bidding documents (1 Original and 4 copies - with proper sealing and marking of bids) for the 2 lots?</p>	<p>Yes, just indicate “Bidding for Lots I and II”.</p>
7.4	MBTC	<p>LFMs are allowed to choose their BSP accredited Third Party Custodian</p>	<p>In line with DOF Circular No. 001-2017, LFMs’ cash and bank deposits shall be restricted only to Authorized Government Depository Banks (AGDBs) that are also accredited as SSS Depository Bank. To date, AGDBs that are also accredited as SSS Depository bank are: Development Bank of the Philippines (DBP) and Land Bank of the Philippines (LBP).</p> <p>For securities TPC, LFMs are allowed to choose their own BSP-accredited TPC.</p>
7.5	MBTC	<p>There is no standard format for the Board Resolution/Secretary’s Certificate/SPA to be used as supporting documents to ensure that the signatory/ies is/are the duly authorized representative/s of the Bidder - Clause 4.h. of ITB.</p>	<p>None.</p>
7.6	MBTC	<p>TPF 7 and 8 are not required to be submitted.</p>	<p>Yes.</p>

**LIST OF SOCIAL SECURITY COMMISSION AND
SOCIAL SECURITY SYSTEM OFFICERS INVOLVED IN PROCUREMENT**

I. SSC MEMBERS

1. Carlos G. Dominguez
2. Aurora C. Ignacio
3. Anita Bumpus-Quitain
4. Diana Pardo-Aguilar
5. Michael G. Regino
6. Ricardo L. Moldez
7. Silvestre H. Bello
8. Manuel L. Argel, Jr.

II. BAC II MEMBERS

1. Mario R. Sibucaco
2. Guillermo M. Urbano, Jr.
3. Johnsy L. Mangundayao
4. Henry C. Pablo
5. Ma. Salome E. Romano
6. Joseph Lamberto P. Carlos
7. Sylvette C. Sybico

III. TECHNICAL WORKING GROUP

1. Pedro T. Baoy
2. Vilma T. Diaz
3. Analyn L. Selda.
4. Ma. Dorothea R. Dimla

IV. END-USERS

**V. PROCUREMENT MANAGEMENT
DIVISION**


1. Dorenda M. Dasmariñas
2. Hydee R. Raquid

VI. BAC SECRETARIAT DEPARTMENT

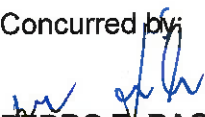
1. Marivic P. Villarubia
2. Ma. Teresa D. Villareal
3. Elizabeth R. Tacderan
4. Elpidio T. Salcedo
5. Rosalyn D. Azul-Condato
6. Aisa U. Guevarra
7. Larry R. Vilar
8. Irene A. Neiz
9. Ver V. Nuñez
10. Kamille Anne B. Velasco
11. Eden B. Santillan
12. Robert Gene S. Mariano
13. Jerome S. Singque
14. Dennis Manalo
15. Charlene D. Delos Santos
16. Julina Rose DL. De Ocampo
17. Karl Vincent Estrada

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