



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

## **BIDS AND AWARDS COMMITTEE (BAC) II**

**PROJECT :** HIRING OF ISO 9001:2015 CERTIFICATION BODY FOR UNEMPLOYMENT BENEFIT PROCESS QMS

**ITB NO. :** REI-SSS-Consulting 2022-006

**SUBJECT :** BID BULLETIN NO. 2

**DATE :** 30 September 2022

### **Details of the bidding, as advertised:**

Advertisement:	Posting at Website & Conspicuous Places – August 12 to 19, 2022
Approved Budget for the Contract (ABC) and Source of Fund	₱642,722.40 Approved 2022 APP COB–MOOE
Price of BD (non-refundable)	₱1,000.00
Delivery Period	The contract shall be completed upon the accomplishment of the 3rd Party audit cycle which covers: - 1st Year Certification Audit (Stage 1 and Stage 2) - 2nd Year Surveillance Audit - 3rd Year Surveillance Audit

This addendum/Bid Bulletin No. 2 is issued to clarify, modify or amend items in the Bidding Documents (BD) as a result of the pre-bidding conference on 21 September 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, 23 September 2022
- Issuance of Bid Bulletin No. 2-reply to written queries: Friday, 30 September 2022
- **Submission and opening of 2 envelopes: Wednesday, 12 October 2022, 2:00 p.m. at the 2<sup>nd</sup> Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

### **2. Amendments/Clarifications – Annex “A”**

### 3. Documentary Requirements

#### a. 1<sup>st</sup> 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 Consultants
- a.7 TPF 6 – Curriculum Vitae of the Team Composition
- 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 2<sup>nd</sup> envelope:

- b.1 FPF 1 – Financial Proposal Submission Form
- b.2 FPF 2 – Summary of Costs
- b.3 FPF 3 – Breakdown of Price 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

#### 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 by the Notary Public himself/herself who has the authority to do so for the current year. A copy of the Authority to Notarize from the Notary Public must be submitted.

Prepared by:

  
**ROSALYN AZUL-CONDAT**  
Acting Head  
BAC Secretariat Department

Concurred by:

 9/30/22  
FOR **HELEN L. NAVARRO**  
Chairperson, TWG

Approved by:

  
**ELVIRA G. ALCATARA-RESARE**  
Executive Vice-President & Chairperson  
Bids and Awards Committee II  
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**Bid Bulletin Control No. BB-2022-103**  
Dated 30 September 2022