REPUBLIC OF THE PHILIPPINES SOCIAL SECURITY SYSTEM

East Avenue, Diliman Quezon City

BIDS AND AWARDS COMMITTEE II

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY AND DELIVERY OF SEVENTEEN (17) UNITS ELECTRONIC VAULT (DIGITAL LOCK SAFES) FOR VARIOUS SSS BRANCH OFFICES NATIONWIDE

OCTOBER 4, 2019 (FRIDAY)-2:30 P.M., EXECUTIVE LOUNGE $2^{\rm ND}$ FLOOR SSS MAIN OFFICE

Present

BAC II Members:

GUILLERMO M. URBANO, JR.

JOHNSY L. MANGUNDAYAO

HENRY C. PABLO

SYLVETTE C. SYBICO

JOSEPH LAMBERTO P. CARLOS

BAC Secretariat:

AISA U. GUEVARRA

VER V. NUÑEZ

IRENE A. NEIZ

JULINA ROSE DL. DE OCAMPO

TWG Representatives:

ERIC C. ORPELATA

JOSE Z. ABURIDO, JR.

Participating Bidders:

METROSAFE & VAULT

- Paul Vincent Manorca

EART REDWOOD SAFE

- Roger Serbo

ZESOREX MARKETING

- Regine P. Campos

CORP.

- 1. The Pre-Bid Conference was called to order at 3:20 P.M.
- 2. The published Approved Budget for the Contract is P1,340,263.00.
- 3. The following observers were invited through BAC Notice dated 26 September 2019:
 - 3.1 Commission on Audit
 - 3.2 Anti-Corruption Training Center
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Makati Business Club
 - 3.5 Philippine Chamber of Commerce and Industry (PCCI)

However, none of them attended the activity.

- 4. Nobody paid/secured the Bidding Documents at the time of the Pre-Bid Conference.
- 5. The Technical Working Group (TWG) presented the background, scope of work, and technical specifications of the project.

Pre-Bid Conference Digital Lock Safe October 4, 2019 6. The following issues/clarifications were raised during the Pre-Bid Conference:

	Query/Clarifications	TWG/BAC Reply
6.1	The bidder requested to extend the delivery period from 60 calendar days to 75 calendar days.	
6.2	Should the units be checked before the delivery?	During the delivery, all units must be checked by the branch coordinator and all units that passed the inspection will have attached stickers.

- 7. The BAC Secretariat announced the composition of Envelopes No. 1 (Eligibility and Technical documents), No. 2 (Financial proposal) and additional documents.
- 8. The BAC II informed the bidder that the bid proposals will be subjected to Bid Evaluation. The bidder with the Lowest Calculated Bid (LCB) shall be required to submit the following additional documents within non-extendible period of five (5) calendar days from receipt of BAC notice:
 - a) 2018 Income Tax Return filed through Electronic Filing and Payment System (EEPS) corresponding to the submitted Audited Financial Statements;
 - b) Quarterly VAT for the period January to June 2019;
 - c) SEC/DTI Registration;
 - d) 2019 Mayor's Permit;
 - e) Valid Tax Clearance;
 - f) 2018 Audited Financial Statements filed through EFPS.
- 9. The BAC Secretariat also presented the schedule of the following activities:
 - 9.1 Deadline of Written Queries
 - 9.2 Issuance of Bid Bulletin
 - 9.3 Submission and Opening of Technical and Cost Proposal
- : Tuesday, 08 October 2019
- : Wednesday, 09 October 2019
- : Friday, 18 October 2019 at
- 2:00 P.M. at the Bidding Room
- (formerly CDPRD Computer Room), 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late

submission shall not be accepted.

Time Finished: 4:00 P.M.

Prepared by:

JULINA ROSE DL. DE OCAMPO

Staff, BAC Secretariat

Certified Correct:

ROSALYN AZUĽ-CONDAT

OIC Administrative Support Section

BAC Secretariat

Concurred by:

ERIC C. ORPELATA
TWG Chairperson

Approved by:

GUILLERMO M URBANO, JR. VP and BAC II Chairperson