

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

BIDS AND AWARDS COMMITTEE II

MINUTES OF THE PRE-BID CONFERENCE

RENOVATION OF ITMG COMFORT ROOMS AT SSS MAIN BUILDING

NOVEMBER 27, 2019 (FRIDAY)-2:00 P.M., BIDDING ROOM 2ND FLOOR SSS MAIN OFFICE

Present

BAC II Members: MARIO R. SIBUCAO
GUILLERMO M. URBANO JR
HENRY C. PABLO
JOSEPH LAMBERTO P. CARLOS

BAC Secretariat: ROSALYN AZUL-CONDAT
AISA U. GUEVARRA
AILENE C. FACTOR

COA Representative: ARTURO A. NEVADO JR.

TWG Representatives: EMILY M. BELTRAN
MARICHELLE J. AGUILAR

Participating Bidders: C-DIZON CONSTRUCTION - Donabelle Evalo
AND DEVELOPMENT CORP. Jolly Manga
J.CORPUZ BUILDERS - James Corpuz

1. The Pre-Bid Conference was called to order at 3:20 P.M.
2. The published Approved Budget for the Contract is P861,985.23.
3. The following observers were invited through BAC Notice dated 19 November 2019:
 - 3.1 Commission on Audit (COA)
 - 3.2 Anti-Corruption Training Center
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Philippine Constructors Association (PCA)
 - 3.5 Philippine Institute of Civil Engineers (PICE)

However, only the representative from COA attended the activity.

4. Only J.Corpuz Builders 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.
6. The following issues/clarifications were raised during the Pre-Bid Conference:

	Query/Clarifications	TWG/BAC Reply
6.1	If ever there is an item not included in the BOQ, how will this be presented in the computation?	The bidder can send a written query through email if there were items to be added in the BOQ.

7. The BAC Secretariat announced the Composition of Envelopes No.1 (Eligibility and Technical Documents) and No.2 (Financial Proposal), and additional documents.

8. The BAC II informed the bidders 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 a non-extendible period of five (5) calendar days from receipt of BAC Notice:

- a. 2018 Income Tax Return (ITR) filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
- 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 II emphasized that Sworn Statements/Affidavits/Certifications must be:

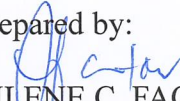
- a. Signed by the Notary Public (attorney) himself/herself;
- b. The Notary Public has an updated Authority to notarize, issued by the Regional Trial Court.

10. The BAC Secretariat also presented the schedule of the following activities:


- | | |
|---|---|
| 10.1 Deadline of Written Queries | : Friday, 29 November 2019 |
| 10.2 Issuance of Bid Bulletin | : Tuesday, 03 December 2019 |
| 10.3 Pre-screening of 1 st Envelope | : Monday, 09 December 2019 |
| 10.4 Submission and Opening of Technical and Financial Proposal | : Wednesday, 11 December 2019 at 2:00 P.M.
at the Bidding Room (formerly CDPRD Computer Room), 2 nd Floor, SSS Main Bldg., East Avenue, Diliman, Quezon City.
Late submission shall not be accepted. |

Time Finished: 3:37 P.M.

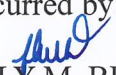
Prepared by:


AILENE C. FACTOR
Staff, BAC Secretariat

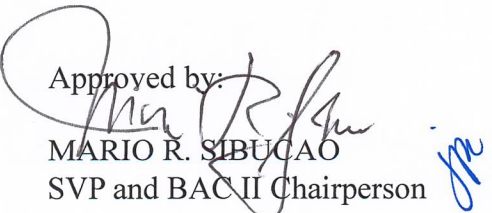
Certified Correct:


ROSALYN AZUL-CONDATT
OIC, Administrative Support Section
BAC Secretariat

Concurred by:


EMILY M. BELTRAN
TWG Representative

Approved by:


MARIO R. SIBUCAO
SVP and BAC II Chairperson