

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

BIDS AND AWARDS COMMITTEE I

MINUTES OF THE PRE-BID CONFERENCE

THREE (3) YEAR CONTRACT FOR THE JANITORIAL SERVICES OF SSS VISAYAS CENTRAL 1 & 2 DIVISIONS AND MINDANAO GROUP (RE-ADVERTISEMENT)

OCTOBER 10, 2019 (THURSDAY)-2:30 P.M., BIDDING ROOM 2ND FLOOR SSS MAIN OFFICE

Present

BAC I Members:

ERNESTO D. FRANCISCO, JR.
BOOBIE ANGELA A. OCAY
JOSELITO A. VIVIT
NEIL F. HERNAEZ
CRISTINA A. BACALLA
NICHOLAS C. BALBUENA
EDWIN B. MALIWAT

BAC Secretariat:

ROSALYN AZUL-CONDAT
LARRY R. VILAR
IRENE A. NEIZ
JULINA ROSE DL. DE OCAMPO

TWG Representatives:

WENDELINO V. COMBOY, JR.
ERIC C. ORPELATA

Participating Bidders:

LSERV CORPORATION - Francis Glenn Soriano
Ed Domantay
OMNIWORX INC. - Jobelle Pulido

1. The Pre-Bid Conference was called to order at 3:45 P.M.
2. The published Approved Budget for the Contract are as follows:

Lot I: Visayas Central 1 & 2	P7,418,702.54
Lot II: Mindanao North Division	P6,304,263.73
Lot III: Mindanao South 1 & 2 Division	P8,837,263.83
Lot IV: Mindanao West Division	P2,850,244.10

3. The following observers were invited through BAC Notice dated October 2019:
 - 3.1 Commission on Audit
 - 3.2 Anti-Corruption Training Center
 - 3.3 Anti-Trapo Movement of the Philippines, Inc.
 - 3.4 Philippine Chamber of Commerce and Industry (PCCI)
 - 3.5 Makati Business Club

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.
6. The following issues/clarifications were raised during the Pre-Bid Conference:

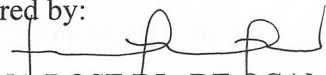
	Query/Clarifications	TWG/BAC Reply
6.1	The bidder requested for soft copy of Bidding Documents.	Softcopy of the Bidding Documents can be accessed through the SSS and PhilGEPS websites.
6.2	Are the lots composed of different areas?	Yes.
6.3	Are attachment/supporting documents required for on-going private and government projects?	No.

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 I 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 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.

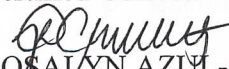
9. The BAC Secretariat also presented the schedule of the following activities:

9.1 Deadline of Written Queries	: Friday, 11 October, 2019
9.2 Issuance of Bid Bulletin	: Wednesday, 16 October 2019
9.3 Submission and Opening of Technical and Financial Proposal	: Thursday, 24 October, 2019 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.


Prepared by:


 JULINA ROSE DL. DE OCAMPO
 Staff, BAC Secretariat


Certified Correct:


 ROSALYN AZUL-CONDAT
 OIC, Administrative Support Section
 BAC Secretariat

Concurred by:


WENDELINO V. COMBOY, JR.
TWG Chairperson

Approved by:


ERNESTO D. FRANCISCO, JR.
SVP and BAC I Chairperson 