

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

BIDS AND AWARDS COMMITTEE II

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF AIR-CONDITIONING UNITS AT
VARIOUS SSS BRANCHES AND PASIG PROCESSING CENTER

OCTOBER 23, 2019 (WEDNESDAY)-2:30 P.M., BIDDING ROOM 2ND FLOOR SSS MAIN
OFFICE

Present

BAC II Members:

MARIO R. SIBUCAO
GUILLERMO M. URBANO, JR.
JOHNSY L. MANGUNDAYAO
HENRY C. PABLO
SYLVETTE C. SYBICO
JOSEPH LAMBERTO P. CARLOS
MA. SALOME E. ROMANO

BAC Secretariat:

ROSALYN AZUL-CONDAT
AISA U. GUEVARRA
JULINA ROSE DL. DE OCAMPO

COA Representative:

LOVERLY LLOREN

TWG Representatives:

ANTONIO V. TRINOS, JR.
MANUEL ROLANDO S. UY

Participating Bidders:

MARCO INC. - Aiza Villanueva
ACMI OFFICE SYSTEM - Rosemarie Dela Cruz
BERNS ENGINEERING & - Jack Bernales
SALES
TEKNIKOS - Rodylyn Lebuna
SENTINE INDUSTRIAL - Lita Vesito
CARESYSTEM - Reygie Ancero
INNOVALITE - Jersson Quimno

1. The Pre-Bid Conference was called to order at 2:41 P.M.
2. The published Approved Budget for the Contract are as follows:

Lot I	P4,532,755.36
Lot II	P1,318,540.02
Lot III	P866,916.12
Lot IV	P1,867,830.86

3. The following observers were invited through BAC Notice dated 17 October 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, only the representative from COA 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	On, 6H 5TR/6HP could it be three phase?	No, the requirement is single phase.
6.2	The required piping length for the project is not available on the market, the usual maximum length is 20 m only. Can the bidder modify for the requirement?	There are available products in the market that can comply with our requirements based on our market research as indicated in the brochures.
6.3	Is the cooling capacity on range?	Yes, as long as it can reach the maximum.
6.4	Are the bidders allowed to join in all the lots if they offer one brand only?	Yes.

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 (EFPS) 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	: Friday, 25 October 2019
9.2 Issuance of Bid Bulletin	: Tuesday, 29 October 2019
9.3 Submission and Opening of Technical and Cost Proposal	: Wednesday, 6 November 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.

Prepared by:



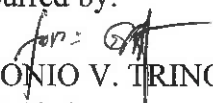
JULINA ROSE DL. DE OCAMPO
Staff, BAC Secretariat

Certified Correct:



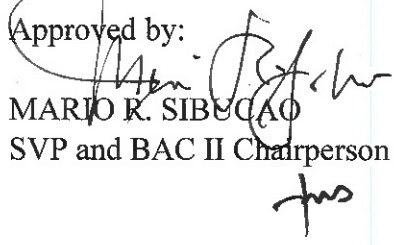
ROSALYN AZUE-CONDAT
OIC, Administrative Support Section
BAC Secretariat

Concurred by:



ANTONIO V. TRINOS, JR.
TWG Chairperson

Approved by:



MARIO R. SIBUCAN
SVP and BAC II Chairperson