

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

**BIDS AND AWARDS COMMITTEE II**

MINUTES OF THE PRE-BID CONFERENCE

3<sup>RD</sup> PARTY DEDICATED NATIONWIDE CUSTOMER SATISFACTION SURVEY (2<sup>ND</sup> WAVE)

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

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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:

LUCRECIA C. MARTINEZ  
MARISOL E. RIVERA

Participating Bidders:

|   |                                   |
|---|-----------------------------------|
| ASIAN SOCIAL PROJECT SERVICES             | - Marlo Sison                     |
| KANTAR PHILIPPINES MARKET RELEVANCE CORP. | - Joel Flores<br>-Rainer Santiago |
| PHILIPPINE SURVEY AND RESEARCH CENTER     | - Lyka Paraboles                  |

1. The Pre-Bid Conference was called to order at 3:10 P.M.
2. The published Approved Budget for the Contract is P4,500,000.00.
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. Only Kantar Philippines secured/paid 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 | What are the revised analyses on the new GCG guidelines?                        | The Kruskal and Plot Scatter analyses.                     |
| 6.2 | The sample size is 3000, is the 1000 sample allotted to employed and voluntary? | No, it would be based on the transition volume per branch. |
| 6.3 | On the Technical Evaluation, does it have a bearing on the final rating?        | 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<br>Technical and Cost Proposal | : Wednesday, 06 November 2019 at<br>2:00 P.M. at the Bidding Room<br>(formerly CDPRD Computer Room),<br>2nd Floor, SSS Main Building, East<br>Avenue, Diliman, Quezon City. Late<br>submission shall not be accepted. |

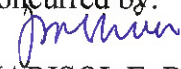
Prepared by:

  
 JULINA ROSE DL. DE OCAMPO  
 Staff, BAC Secretariat

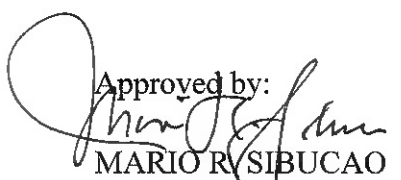
Certified Correct:

  
ROSALYN AZUL-CONDAT  
OIC, Administrative Support Section  
BAC Secretariat

Concurred by:

  
MARISOL E. RIVERA  
TWG Representative

Approved by:

  
MARIO R. SIBUCAO  
SVP and BAC II Chairperson

