

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

BIDS AND AWARDS COMMITTEE I

MINUTES OF THE PRE-BID CONFERENCE

SUPPLY, DELIVERY AND INSTALLATION OF AIR-CONDITIONING UNITS AT VARIOUS SSS BRANCHES AND SSS MAIN BUILDING (RE-ADVERTISEMENT)

NOVEMBER 04, 2019 (MONDAY)-2:30 P.M., BIDDING ROOM 2ND FLOOR SSS MAIN OFFICE

Present

BAC I Members: BOOBIE ANGELA A. OCAY
JOSELITO A. VIVIT
NEIL F. HERNAEZ
EDWIN B. MALIWAT

BAC Secretariat: ROSALYN AZUL-CONDAT
LARRY R. VILAR
JULINA ROSE DL. DE OCAMPO

COA Representative: KRISTINA M. ISLA

TWG Representative: ANTONIO V. TRINOS, JR.

Participating Bidders: LDC REFRIGERATION - Jiesserie Lorca
DEOKMA EIGHT TRADING -Melody Garcia
AEQUUS ENTERPRISE -Christine Balagot
JODANS ENGINEERING -Rolando Pangilinan
SENTINE - Clark Angel Pineda
INNOVALITE - Jerson Quimno
METRO COOLAIRE -John Carlo Valendez

1. The Pre-Bid Conference was called to order at 3:51 P.M.

2. The published Approved Budget for the Contract are as follows:

Lot I	P6,692,242.37
Lot II	P14,582,910.38
Lot III	P3,650,406.00
Lot IV	P5,449,438.09

3. The following observers were invited through BAC Notice dated 29 October 2019.

- 3.1 Commission on Audit
- 3.2 Anti-Corruption Training Center
- 3.3 Anti-Traho Movement of the Philippines, Inc.
- 3.4 Philippine Chamber of Commerce and Industry (PCCI)
- 3.5 Makati Business Club

However, only the representative from COA attended the activity.

4. The following bidders paid/secured the Bidding Documents:

4.1 1st Advertisement

LOT I	Berns Engineering Sales & Services
	Deokma Eight Trading Inc.
	Globalaire Technology Corp.
	Hannhe Industrial Sales & General Services
	LDC Refrigeration
	Metro Coolaire Trading Corp.
	Innovalite
LOT II	Berns Engineering Sales & Services
	Deokma Eight Trading Inc.
	Globalaire Technology Corp.
	Hannhe Industrial Sales & General Services
	Sentine Industrial and Building Solutions
	Innovalite
LOT III	Deokma Eight Trading Inc.
	Globalaire Technology Corp.
	LDC Refrigeration
	Metro Coolaire Trading Corp.
	Innovalite
LOT IV	Deokma Eight Trading Inc.
	Fix And Care Ref And Aircon Repair Services
	Globalaire Technology Corp.
	Hannhe Industrial Sales & General Services
	Teknikos
	Innovalite

But nobody paid/secured the Bidding Documents for the re-advertisement 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:

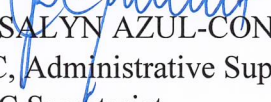
	Query/Clarifications	TWG/BAC Reply
6.1	For the requirement of availability of the product in the website, what if the website did not update the downloadable specifications.	If the brand cannot be verified thru its website, the bidder should submit a certification of product specification from manufacturer. This amends Section VII. Technical Specification – 4
6.2	Can the bidder pay the Bidding Documents at the branches?	Yes.
6.3	Does the bidder need to submit manager's check for Bid Security?	Yes, if the bidder will not submit Bid Securing Declaration.

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:
- 2018 Income Tax Return (ITR) filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement;
 - Quarterly VAT for the period January to June 2019;
 - SEC/DTI Registration;
 - 2019 Mayor's Permit;
 - Valid Tax Clearance;
 - 2018 Audited Financial Statements filed through EFPS.
9. The BAC I emphasized that Sworn Statements/Affidavits/Certifications must be:
- Signed by the Notary Public (attorney) himself/herself;
 - 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 | : Wednesday, 06 November, 2019 |
| 10.2 Issuance of Bid Bulletin | : Friday, 08 November 2019 |
| 10.3 Submission and Opening of
Technical and Financial Proposal | : Monday, 18 November 2019
at 2:00 P.M. at the Bidding Room
(formerly CDPRD Computer
Room), 2 nd Floor, SSS Main
Building, East Avenue, Diliman,
Quezon City. Late submission shall
not be accepted. |

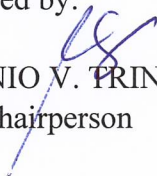
Prepared by:


JULINA ROSE DL. DE OCAMPO
Staff, BAC Secretariat

Certified Correct:


ROSALYN AZUL-CONDAT
OIC, Administrative Support Section
BAC Secretariat

Concurred by:


ANTONIO V. TRINOS, JR.
TWG Chairperson

Approved by:


BOOBIE ANGELA A. OCAY
VP and BAC I Vice Chairperson