



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

## **BIDS AND AWARDS COMMITTEE II**

### MINUTES OF THE PRE-BID CONFERENCE

#### ANNUAL SERVICING OF THE SSS MAIN BUILDING'S POWER SUBSTATION AND OTHER RELATED WORKS (RE-ADVERTISEMENT)

NOVEMBER 04, 2020 (WEDNESDAY)-2:30 P.M., BIDDING ROOM 2<sup>ND</sup> FLOOR SSS MAIN BUILDING & THRU MICROSOFT TEAMS

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Present:

BAC II Members:

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

BAC Secretariat:

ROSALYN AZUL-CONDAT  
VER V. NUÑEZ  
AILENE C. FACTOR

TWG Representatives:

FRANCIS F. FLORES  
MA. MELVIN KATRINA A. SAPUGAY

Participating Bidders:

ASIAPHIL, INC.

- Marlon Sical

1. The Pre-Bid Conference was called to order at 3:38 p.m.
2. The published Approved Budget for the Contract is ₱841,471.40.
3. The following observers were invited through BAC notice dated 27 October 2020:
  - 3.1. Commission on Audit (COA)
  - 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, 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	What is the difference of this project from its previous advertisement?	None.
	Servicing of submersible pumps is still included?	Yes.
6.2	When is the schedule for site inspection?	The bidder may conduct site inspection anytime.

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 proposal 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. 2019 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 2020;
- c. SEC/DTI Registration;
- d. 2020 Mayor's Permit;
- e. Valid Tax Clearance;
- f. 2019 Audited Financial Statements filed through EFPS.

9. The BAC II emphasized that Sworn Statements/Affidavits/ Certifications must be:

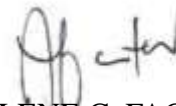
- a. Signed by the Notary Public (attorney) himself/herself;
- b. The Notary Public has an updated Authority to notarize, issued by the Regional Trial Court.

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

10.1 Deadline of Written Queries	: Friday, 06 November 2020
10.2 Issuance of Bid Bulletin	: Tuesday, 10 November 2020
10.3 Submission and Opening of Technical and Cost Proposal	: Wednesday, 18 November 2020 at 2:00 P.M. at the Bidding Room (formerly CDPRD Computer Room), 2 <sup>nd</sup> Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Late submission shall not be accepted.

Time Finished: 3:54 P.M.

Prepared by:



AILENE C. FACTOR  
Staff, BAC Secretariat  
Date Signed: 11/06/2020

Certified Correct:

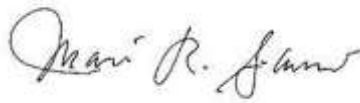


ROSA LYN AZUL-CONDAT  
OIC, Administrative Support Section  
BAC Secretariat  
Date Signed: 11/06/2020

Concurred by:

  
FRANCIS F. FLORES  
TWG Representative  
Date Signed: 11/06/2020

Approved by:

  
MARIO R. SIBUCAO  
SVP and BAC II Chairperson  
Date Signed: 11/06/2020