

Republic of the Philippines  
SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City  
Tel. no. (632) 8709-7198 Loc. 5505 & 5507

**NOTICE OF AWARD**

29 January 2024

**INSTITUTE FOR SOLIDARITY IN ASIA, INC.**  
14<sup>th</sup> floor, Trident Tower HV  
Dela Costa Street  
Salcedo Village  
Makati City

**Attention: MR. CHRISTIAN PETER EMMANUEL P. ZAENS**  
Executive Director

Dear Mr. Zaens:

Please be informed that the project: **Procurement of Consultancy Firm for the conduct of Planning Workshops**, through Direct Contracting is awarded to you, at a contract price equivalent to **₱360,360.00**.

Kindly coordinate with the Procurement and Planning Management Department at the 2nd Floor, SSS Main Building, with e-mail address [ppmd@sss.gov.ph](mailto:ppmd@sss.gov.ph) and contact number 8709-7198 local 5507, for the preparation of the Job Order/Purchase Order/contract.

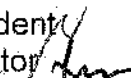
Also, please see Annex "A" for the submission of various requirements relative to contract preparation.

The performance of the obligations under the awarded project will commence from the date of receipt of the NTP/Purchase Order/Job Order/contract. The winning supplier shall be subjected to performance evaluation every contract year, and after the completion of the contract.

Please acknowledge receipt of this NOA within three (3) calendar days to avoid cancellation of the award.

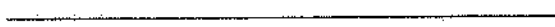
Thank you.

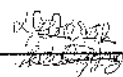
Very truly yours,

  
**ELVIRA G. ALCANTARA-RESARE**  
Executive Vice President  
Corporate Services Sector 

02 / 02 / 2024

I acknowledge receipt of this Notice on  
Printed Name of the Representative  
Designation of the Representative  
Signature of the Representative

  
**Deborah Joy P. Patalinghug**  
Program Coordinator for National Government Agencies



**ANNEX "A"**  
**REQUIREMENTS FOR THE CONTRACT**

You are required to submit the following:

1. For old suppliers, update if any, of bank account information to which payments will be credited using the Land Bank of the Philippines' (LBP) Bank Transfer facility. Also, submit, if applicable, a photocopy/scanned copy of any of the following to ascertain the correctness of bank account information:
  - ATM Card (with Account Number) or Bank Account Passbook
  - Bank Statement or Bank Certificate
  - Deposit Slip/Saving Account Number Card

Should you prefer other banks, a bank transfer fee will be charged against the supplier's account.

2. For new suppliers, a photocopy/scanned copy of the latest BIR Certificate of Registration (Form 2303) for General Accounting Department's inclusion of new winning bidder's tax information to the Financial Accounting System. Existing suppliers shall submit the latest BIR Form 2303 in case of updates and changes in the form's business and tax information.