



REPUBLIC OF THE PHILIPPINES  
SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City  
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## BIDS AND AWARDS COMMITTEE (BAC) I

PROJECT : CONSTRUCTION MANAGEMENT SERVICES FOR THE RETROFITTING OF CALAMBA AND NAGA BUILDINGS

ITB NO. : REI-SSS-CONSULTING-2024-004

SUBJECT : BID BULLETIN NO. 1

DATE : 28 June 2024

### Details of the bidding, as advertised:

Advertisement:	Posting at Website & Conspicuous Places – May 15 to May 22, 2024																		
Approved Budget for the Contract (ABC) and Source of Fund	P6,199,783.00  Approved 2024 Corporate Operating Budget – Capital Outlay included in the APP Update for the month of March (2 <sup>nd</sup> update with Code PAP 2024-0375 of the Annual Procurement Plan (APP))																		
Price of BD (non-refundable)	P7,000.00																		
Delivery/Completion Period	The contract shall be <b>completed within the duration broken down below, reckoning from the date of signing of Contract and issuance of Notice to Proceed (NTP):</b> <table><tr><th rowspan="2">Stages of Work</th><th colspan="2">Duration (calendar days)</th></tr><tr><th>Calamba</th><th>Naga</th></tr><tr><td>Pre-construction Phase</td><td>15</td><td>15</td></tr><tr><td>Construction Phase</td><td>210</td><td>150</td></tr><tr><td>Post-Construction Phase</td><td>15</td><td>15</td></tr><tr><td></td><td>240</td><td>180</td></tr></table>		Stages of Work	Duration (calendar days)		Calamba	Naga	Pre-construction Phase	15	15	Construction Phase	210	150	Post-Construction Phase	15	15		240	180
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This addendum/Bid Bulletin No. 1 is issued to clarify, modify or amend items in the Bidding Documents (BD) as a result of the pre-bidding conference on 20 June 2024. This shall form an integral part of the BD.

Under Section 22.5.3 of the RIRR of RA 9184, it shall be the responsibility of all those who have properly secured the BD to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC.

### 1. Schedule of activities as discussed in the Pre-bidding Conference:

- Deadline for the submission of written queries: Monday, 24 June 2024
- Issuance of Bid Bulletin No. 1 – reply to queries: Friday, 28 June 2024
- Pre-Screening of Documents: Friday, 05 July 2024

- **Submission and opening of 2 envelopes: Thursday, 11 June 2024, 2:00 p.m. at the 2<sup>nd</sup> Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

## **2. Amendments/Clarifications – Annex “A”**

## **3. Documentary Requirements**

### **a. 1<sup>st</sup> Envelope**

- a.1 Bid Security (2% of the ABC for Cash or Manager's/Cashier's Check payable to SSS or Bank Draft of the ABC, 5% of the ABC for Surety Bond **or** Bid Securing Declaration – form supplied)
- a.2 TPF 1 – Technical Proposal Submission Form
- a.3 TPF 2 – Consultant's Reference: Relevant Services Carried out in the last 5 Years that best illustrate qualifications (**attached proof of project completion and/or notice of award whichever is applicable**)
- a.4 TPF 3 – Comments and Suggestions of Consultant on the Term of Reference and on data, services, facilities to be provided by the Social Security System
- a.5 TPF 4 – Description of the Methodology and Work Plan for Performing the Project
- a.6 TPF 5 – Team Composition and Task **including organizational chart** indicating relationship amongst the Consultant and **list of all technical personnel/professionals employed by the Consultant**
- a.7 TPF 6 – Curriculum Vitae of the Team Composition
- a.8 TPF 7 – Time Schedule for Professional Personnel
- a.9 TPF 8 – Activity (Work) Schedule
- a.10 Omnibus Sworn Statement (form supplied in the BTB)

### **b. Checklist of the 2<sup>nd</sup> envelope:**

- b.1 FPF 1 – Financial Proposal Submission Form
- b.2 FPF 2 – Summary of Costs
- b.3 FPF 3 – Breakdown of Remuneration per Activity
- b.4 FPF 4 – Miscellaneous Expenses

### **c. Additional Requirements to be submitted by the bidder with the Highest Rated Bid**

- c.1 Registration Certificate from Security Exchange Commission (SEC), for corporation including Articles of Incorporation and General Information Sheet (GIS), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent documents.

- c.2 2024 Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
  - c.3 Valid Tax Clearance per E.O. No. 398, s2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
  - c.4 Latest Audited Financial Statement filed through Electronic Filing and Payment System (EFPS)
  - c.5 Latest Income Tax Return filed through Electronic Filing and Payment System (EFPS) corresponding to the submitted Audited Financial Statement
  - c.6 Quarterly VAT (business tax returns) per Revenue Regulations 3-2005 for the last (6) months prior to the submission and opening of bids filed electronically (EFPS).
4. Awarding shall be made to the bidder with the Highest Rated and Responsive Bid (HRRB).
5. All documents that need notarization should be notarized by the Notary Public himself/herself who has the authority to do so for the current year.

Prepared by:




**ROSALYN AZUL-CONDAT**  
Acting Head  
BAC Secretariat Department

Concurred by:



**ELEANOR MARIE S. PARIAN**  
Chairperson  
Technical Working Group

Approved by:



**ERNESTO D. FRANCISCO, JR.**  
Senior Vice-President & Chairperson  
Bids and Awards Committee I

## Annex "A"

**Bid Bulletin Control No. BB-2024-046**  
dated 28 June 2024