REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City
Tel. Nos. (632)8709-7198*(632)8920-6446
E-mail: bac@sss.gov.ph*Website http://www.sss.gov.ph

BIDS AND AWARDS COMMITTEE (BAC) II

PROJECT : **HIRING OF NATIONAL MEDIA MONITORING SERVICE PROVIDER FOR TWO (2) YEARS CONTRACT**

ITB NO. : **GOODS-2023-032**

SUBJECT : **BID BULLETIN NO. 1**

DATE : **21 JUNE 2023**

Details of the bidding, as advertised:

Advertisement:	**Posting at Website & Conspicuous Places – June 06 to 13, 2023**
Approved Budget for the Contract (ABC) and Source of Fund	**₱ 4,300,000.00** Year 1 – P2,150,000.00 Year 2 – P2,150,000.00 **Approved 2023 APP COB – Maintenance and Other Operating Expense (MOOE)**
Price of BD (non-refundable)	₱3,000.00
Delivery/Completion Period	• 24-month contract • to commence 15 calendar days from the receipt of Notice to Proceed and Signed Contract

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 14 June 2023. 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: Friday, 16 June 2023
- Issuance of Bid Bulletin No. 1–reply to queries: Wednesday, 21 June 2023
- **Submission and opening of 2 envelopes: Wednesday, 28 June 2023, 2:00 p.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

- **Revised schedule**

  Submission and opening of 2 envelopes: Friday, 30 June 2023, 9:00 a.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City

2. **Amendments/Clarifications - Annex "A"**

3. **Documentary Requirements**

   a. **1st Envelope**

      a.1 PhilGEPS Certificate of Registration (Platinum Membership).

      In case of uploaded document/s, which validity period had already expired, submit the updated document/s.

      a.2 Statement of all its Ongoing Government and Private Contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;

      For projects with Non-Disclosure Agreement, bidders are required to disclose the projects and its details using Form-05 of the Bidding Documents.

      a.3 Statement of Single Largest Completed Contract (SLCC) similar to the project to be bid, **with supporting documents**, equivalent to at least **50% of the ABC**, completed **within five (5) years** prior to the submission and opening of bids, adjusted by the bidder to current prices using PSA's consumer price index;

      For this purpose, similar contracts shall refer to Mainstream Media Monitoring and Social Listening Projects. Mainstream Media refers to print media, radio, TV, and online news. On the other hand, Social Listening refers to collecting data from those social mentions and broader customer conversations and pulling insights from them to make better decisions.

      a.4 NFCC Computation or committed Line of Credit (form supplied)

      a.5 Joint Venture Agreement (JVA), in case of Joint Venture – Class "B" Documents (Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitute compliance)

      a.6 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.7 Technical Documents – project requirement

a.7.1 Section VI – Schedule of Requirements (page 30)
a.7.2 Section VII – Statement of Compliance with the Technical Specifications (pages 31 to 32)

a.8 Omnibus Sworn Statement.

a.9 Foreign ownership limited to those allowed under the rules may participate in this Project, provided must submit any of the following:

a.9.1 Copy of Treaty, International or Executive Agreement; Or
a.9.2 Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
a.9.3 Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

b. Checklist of the 2nd envelope:

b.1 Bid Form (form supplied) – pages 38 to 39
b.2 Bid Breakdown (form supplied) – page 40

c. Additional Requirements to be submitted by the bidder with the Lowest Calculated 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 2023 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. Secretary's Certificate/Special Power of Attorney must clearly specify the name and position of the authorized representative who will:

4.a submit its bid; and
4.b sign the contract (in case of award)

5. Awarding shall be made to the bidder with the Lowest Calculated and Responsive Bid (LCRB).

6. 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:

JAY L. LABADIA
Chairperson, TWG

Approved by:

ELVIRA G. ALCANTARA-RESARE
Executive Vice-President
And Chairperson
Bids and Awards Committee II

Annex "A"

BAC Resolution No. BB-2023-047
dated 21 June 2023