



REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM
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BIDS AND AWARDS COMMITTEE (BAC) II

PROJECT : HIRING OF FOUR (4) LOCAL FUND MANAGERS (BALANCED FUND AND PURE EQUITY FUND MANDATES)

ITB NO. : REI-SSS-CONSULTING-2023-014

SUBJECT : BID BULLETIN NO. 1

DATE : 28 NOVEMBER 2023

Details of the bidding, as advertised:

Advertisement:	Posting at Website & Conspicuous Places – October 17 to 24, 2023
Approved Budget for the Contract (ABC) and Source of Fund	Balanced Fund Mandate Lot I: ₱4,500,000.00 Lot II: ₱4,500,000.00 Lot III: ₱4,500,000.00 Pure Equity Fund Mandate Lot IV: ₱3,000,000.00 Approved 2023 APP COB Investment Income-Maintenance and Other Operating Expense (MOOE)
Price of BD (non-refundable)	Balanced Fund Mandate: ₱11,500.00 Pure Equity Fund Mandate: ₱3,000.00
Delivery/Completion Period	The contract shall be completed within thirty-six (36) months or three (3) years from receipt of Notice to Proceed. The contract may be extended subject to performance evaluation, approval by the appropriate approving authority and pursuant to the applicable provisions of RA 9184 and its IRR.

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 21 November 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: Thursday, 23 November 2023
- Issuance of Bid Bulletin No. 1–reply to queries: Tuesday, 28 November 2023
- **Submission of Technical and Financial Proposals and subsequent Opening of the Technical Proposals: Tuesday, 05 December 2023, 2:00 p.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

2. Amendments/Clarifications – Annex “A”

3. Documentary Requirements (To be submitted per Lot)

a. 1st 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
- a.4 TPF 3 – Comments and Suggestions of Consultant on the Terms 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 Projects
- a.7 TPF 6 – Curriculum Vitae for Proposed Professional Staff
- a.8 Omnibus Sworn Statement (form supplied in the BTB)

b. Checklist of the 2nd envelope:


- b.1 FPF 1 – Financial Proposal Submission Form

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 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. 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:


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Concurred by:


ANALYN L. SELDA
Chairperson, TWG

Approved by:


ANTONIO S. ARGABIOSO
Senior Vice-President & Chairperson
Bids and Awards Committee II

Annex “A”
Bid Bulletin Control No. BB-2023-140
dated 28 October 2023