Republic of the Philippines
SOCIAL SECURITY SYSTEM
East Avenue, Diliman Quezon City * Trunkline Number: (+632) 8709 7198
Email: usssaptayo@sss.gov.ph * Website: www.sss.gov.ph

BAGONG PILIPINAS

BIDS AND AWARDS COMMITTEE (BAC) II

PROJECT : **CENTRALIZED AIR-CONDITIONING DUCT CLEANING AT MAIN BUILDING AND MAKATI BUILDING (RE-ADVERTISEMENT)**

ITB NO. : **GOODS 2025-047**

SUBJECT : **BID BULLETIN NO. 1**

DATE : **07 August 2025**

Details of the bidding, as advertised:

Advertisement:	Posting at Website & Conspicuous Places – 21 July 2025 – 28 July 2025
Approved Budget for the Contract (ABC) and Source of Fund	**LOT 1: Centralized Air -Conditioning Duct Cleaning at SSS Main Building** **₱ 4,540,000.00** **LOT 2: Centralized Air -Conditioning Duct Cleaning at SSS Makati Building** **₱3,045,000.00** **Approved 2025 Corporate Operating Budget - MOOE/Investment Income with Code PAP 2025-0226 and 2025-0227 of the Annual Procurement Plan (APP)**
Price of BD (non-refundable)	**LOT I: ₱5,000.00** **LOT 2: ₱4,000.00**
Delivery/Completion Period	**Within One Hundred Fifty (150) calendar days from 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 **29 July 2025**. 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:

- Site Inspection: **Starting 29 July 2025**
- Deadline for the submission of written queries: **Friday, 01 August 2025**

- Issuance of Bid Bulletin No. 1–reply to queries: **Tuesday, 05 August 2025**
- Pre-Screening of Documents: **Friday, 08 August 2025**
- **Submission and opening of two (2) envelopes: Tuesday, 12 August 2025, 2:00 p.m. at the 2nd Floor Bidding Room, SSS Main Building, East Avenue, Diliman, Quezon City**

Revised Schedule:

- Issuance of Bid Bulletin No. 1–reply to queries: **Thursday, 07 August 2025**
- Pre-Screening of Documents: **Friday, 15 August 2025**
- **Submission and opening of two (2) envelopes: Wednesday, 20 August 2025, 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

a. 1st Envelope

a.1. The following Eligibility requirements shall be applicable to any or all lots the bidder intend to participate:

a.1.1 PhilGEPS Certificate of Registration and membership. In case of uploaded document/s, which validity period had already expired, submit the updated document/s.

a.1.2 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.1.3 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)

The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

a.1.4 Omnibus Sworn Statement.

a.1.5. Foreign ownership limited to those allowed under the rules may participate in this Project, provided must submit any of the following:
- Copy of Treaty, International or Executive Agreement; Or
- 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.
- Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

a.2 The following Technical and Financial documents shall be submitted on a per lot basis. Please indicate on the document the corresponding lot number the bidder intends to participate:

a.2.1 Statement of Single Largest Completed Contract (SLCC) similar to the project to be bid, **with supporting documents,** equivalent to **at least fifty**

(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, contracts similar to the Project shall be:
Air-Conditioning system duct cleaning

SLCC should be a project without a Non-Disclosure Agreement.

a.2.2 NFCC Computation or committed Line of Credit (form supplied)

a.2.3 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.2.4 Technical Documents – project requirements

- Section VI – Schedule of Requirements (page 29)
- Section VII – Statement of Compliance with the Technical Specifications (pages 31 to 32)

b. **2nd envelope**

b.1 Bid Form (form supplied) – pages 39 to 42
b.2 Bid Breakdown (form supplied) – pages 43 to 44

c. Additional Requirements to be submitted by the bidder with the Lowest Calculated Bid

c.1 Registration Certificate from Security Exchange Commission, for corporation including Articles of Incorporation and General Information Sheet, Department of Trade and Industry for sole proprietorship, or Cooperative Development Authority for cooperatives or its equivalent documents.
c.2 2025 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 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 EFPS.

4. Secretary's Certificate/Special Power of Attorney must clearly specify the name and position of the authorized representative who will:

a. submit its bid; and
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 D. AZUL-CONDAT
Department Manager III
Bids and Awards Committee
Secretariat Department

Concurred by:

STEPHEN M. GATCHALIAN
Chairperson
Technical Working Group

Approved by:

PEDRO T. BAOY
Senior Vice President &
Chairperson
Bids and Awards Committee II

Annex "A"

BB-2025-072
dated 07 August 2025