



REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM

East Avenue, Diliman, Quezon City
Tel. Nos. (632)8924-7826*(632) 8709-7198 loc. 2572/2574
E-mail: lease.ropaaad@sss.gov.ph
Website <https://www.sss.gov.ph>

Date: _____

Invitation to Bid

FOR THE THREE (3)-YEAR LEASE OF THREE (3) VACANT COMMERCIAL/INDUSTRIAL SSS-OWNED LOTS AT THE MANILA HARBOUR CENTRE, TONDO, MANILA THROUGH PUBLIC BIDDING MODE

1. The Social Security System (SSS), through its ROPA and Acquired Assets Department (ROPAAAD), is inviting interested Public and Private Sector Proponents (PSPs)/ Prospective Lessees (PLs) to submit competitive proposals for the public bidding of the foregoing properties.

The bid item shall be the lease rate per sq.m. per month, exclusive of VAT. The Minimum Bid Price (MBP) with a fixed lease term of three (3) years are as follows:

Bid Item	Property ID	Lot/Bid Area (sq.m.)	MBP, VAT Exclusive (₱/sq.m.)	Rental Rate for the First Year of Lease, VAT Exclusive (₱)
A	Lot 8 Block 18	419.48	398.70	2,006,960.16
B	Lot 1 Block 20	551.00	420.30	2,779,023.60
C	Lot 1 Block 21	631.00	420.30	3,182,511.60

A PL may bid for one (1) or more items and determination of the Highest Ranked Bid (HRB) will be on a per item basis

2. Interested PLs must submit their Lease Proposals to the ROPAAAD at the Executive Lounge, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City on:

Lease Project	Date and Time
Three (3) Vacant Commercial/Industrial SSS-owned Lots at the Manila Harbour Centre, Tondo, Manila	November 25, 2025 (Tuesday), 02:00 p.m.

The Lease proposal shall contain the Eligibility Documents and Bid Proposal together with the Proposal Security and Proposal Securing Declaration. The Proposal Security shall be in the minimum amount equivalent to the proposed first month rent, inclusive of VAT, on the initial year lease period, in the form of cash, cashier's/manager's check or bank draft, guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank payable in favor of SSS.

3. Bid opening shall be on same date and venue immediately after the deadline of submission as stated above. Late bids shall not be accepted. Only one company representative is allowed to attend the manual opening of Bids. Other company representative may witness the opening of Bids through Microsoft Teams.
4. The PLs shall be evaluated on a pass or fail basis to determine if the PL (or the member-firms) complies with or satisfies all of the requirements. Only those PLs who strictly comply and pass with ALL the eligibility requirements shall be declared "ELIGIBLE," for the opening and evaluation of their Bid Proposals.

Bids received below this minimum bid amount as stated in the Terms of Reference (TOR) shall be rejected at the Opening of the Bids.

5. PLs may obtain the TOR at the address given below starting **October 30, 2025** up to the scheduled submission and opening of eligibility documents/bid proposal upon payment of a non-refundable fee of Philippine Pesos: THREE THOUSAND PESOS (₱3,000.00). The TOR shall be received personally by the PL or his authorized representative.

It may also be downloaded free of charge from the **Opportunities** tab, **Assets for Sale/Lease** subsection of the SSS website at www.sss.gov.ph. PL shall avail the TOR and pay the applicable fee not later than the submission of its bid.

The mode of payment will be on a cash basis payable at the SSS Cash Management Department, Ground Floor, SSS Main Bldg., upon accomplishment of SSS Form R-6.

6. If no PL procures this TOR and/or submit Lease Proposal, the public bidding process is deemed terminated and declared a failure.
7. For this purpose, a Pre-Bid Conference will be conducted through online conference using Microsoft Teams, but attendance shall not be mandatory on:

Lease Project	Date and Time
Three (3) Vacant Commercial/Industrial SSS-owned Lots at the Manila Harbour Centre, Tondo, Manila	November 14, 2025 (Friday), 02:00 p.m.

Kindly e-mail us on or before **12:00 noon, November 13, 2025**, through e-mail address indicated below, the following:

- a. Name of the representative and e-mail address; and
 - b. Technical and administrative queries
8. All interested PLs can request for further clarification and/or make inquiries regarding the TOR, which shall be in writing and addressed to the Department Manager III, ROPAAAD. All inquiries should be received on or before **November 18, 2025** through the given physical address or through e-mail as specified below.

Bid Bulletin will be posted in the SSS website and will also be sent to all PLs, preferably those who have purchased the TOR no later than the close of business on **November 21, 2025** through e-mail. Receipt of all Bid Bulletin shall be acknowledged by each PL prior to the submission and opening of the Eligibility Documents and Bid Proposal and shall be so indicated therein.

9. References to the dates and times shall be based on Philippine Standard time. Should any of the above dates fall on a holiday, non-working day or suspended by authorities for whatever reason, the deadline shall be extended to the same time of the immediately succeeding business day in Quezon City.
10. The ROPAAAD reserve the right to reject any and all application for qualification and eligibility found not in conformity with the relevant rules and policies set by SSS.

For further information, please refer to:

DEPARTMENT MANAGER III

ROPA and Acquired Assets Department
 5th Floor, SSS Building, East Avenue, Diliman, Quezon City
 Tel # (02) 8924-7826, Trunkline # (02) 8709-7198 locals 2574/2572
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Department Manager III
 ROPA and Acquired Assets Department