



**PASEGURAHAN NG MGA NAGLILINGKOD SA PAMAHALAAN**  
(GOVERNMENT SERVICE INSURANCE SYSTEM)  
Financial Center, Pasay City, Metro Manila 1308

**INVITATION**  
**(RE: BIDDERS' CONFERENCE)**

Dear **Bidders/Suppliers/Service Providers/Vendors/Contractors**:

1. The Government Service Insurance System (GSIS) through the GSIS Bids and Awards Committees (GBACs) for Goods, Services and Consultancy Clusters I and II and Infrastructure and Information Technology and the GBAC Secretariat, in coordination with GSIS Branch Offices will hold a **Bidders' Conference** on the following dates and locations, as follows:

<i>Date</i>	<i>Branch Office</i>	<i>Address</i>
June 23, 2017, 8:00 AM	GSIS Dagupan Branch Office	PNR Site, Dagupan City, Pangasinan, 2400
June 30, 2017, 8:00 AM	GSIS Naga Branch Office	Del Rosario, Naga City, 4400
July 28, 2017, 8:00 AM	GSIS Davao Branch Office	McArthur Highway, Matina, Davao City, 8000
August 25, 2017. 8:00 AM	GSIS Bacolod Branch Office	Araneta St., Brgy. Tangub, Bacolod City

2. In this regard, the GSIS would like to invite all interested bidders to participate in the Bidders' Conference. We also posted the same invitation in the GSIS and PhilGEPS websites. Registration is free of charge. Kindly confirm your attendance by sending a confirmation email to [GBAC\\_Secretariat@gsis.gov.ph](mailto:GBAC_Secretariat@gsis.gov.ph).
3. The primary objective of the Bidder's Conference is to educate/inform/remind prospective/potential bidders of the updated documentary requirements and internal policies and procedures of GSIS in conducting public bidding and contract preparation/signing/implementation in order to minimize the ineligibility and post-disqualification of bidders due to non-submission of correct bidding requirements and to ensure timely completion, acceptance, and payment of the project.
4. The following are the topics to be presented to interested bidders:
  - a. Updated procurement projects of GSIS
  - b. Updated bidding requirements (Eligibility, Technical, Financial, and Post-Qualification Documents)
  - c. Internal policies and procedures of the GBACs in conducting Public Bidding
  - d. Internal policies and procedures of GBAC Secretariat with respect to the sale of Bidding Documents, submission and refund of Bid and performance Securities (for cash and cashier's/manager's check only)
  - e. Documentary requirements and internal policies and procedures of GSIS end-user units relative to preparation and signing of contract, project implementation, project completion and acceptance, and payment
5. The Bidder's Conference will also serve as a venue for prospective bidders to raise issues/concerns or clarify matters pertaining to procurement, preparation and signing of contract, project implementation, project completion and acceptance, and payment.
6. For further information, please refer to:  
GBAC Secretariat  
GSIS Bids and Awards Committee  
Level 2 Core G, GSIS Building, Financial Center, Pasay City  
Tel No. : (02)976-4961/ 976-4945 / Fax No. : (02)859-0373  
**GBAC\_Secretariat@gsis.gov.ph / www.gsis.gov.ph**

**ROMEO G. DE LUNA, JR.**