

Eligibility Data Sheet (EDS)

Eligibility Documents	
1.2	Not applicable.
1.3	Foreign consulting firms may be eligible to participate provided they must be registered with the Securities and Exchange Commission and/or any agency authorized by the laws of the Philippines;
2.1.a (i)	No additional requirements.
2.1.a (iv)	The statement of all ongoing and completed government and private contracts within the last ten (10) years prior to the deadline for the submission and receipt of eligibility documents. Use attached Form A & Form B.
2.1.a (iv.7)	Copies of Certificate of project completion/acceptance of work from at least two (2) previous clients for the last ten (10) years.
2.1.a (v)	The updated curricula vitae should show, at the very least, the Consultant's educational background, related training and relevant experience (in months and years with detailed description/discussion on the nature and scope of work). Use attached Form C. Sample of published studies/papers related to the project should be attached to the curriculum vitae.
4.1	No additional requirements.
4.2	Each prospective bidder shall submit one (1) original and four (4) properly tabbed/labeled copies of its eligibility documents.
4.3(c)	See Item 5 below
4.3(d)	Consulting Services for Improving Disaster Rehabilitation and Recovery Planning through Development of an Enhanced NEDA Regionalized Disaster Impact Simulator
5	<p>The address for submission of eligibility documents is: Hon. Ruben S. Reinoso, Jr. Assistant Director-General and Chairman NEDA Bids and Awards Committee for Consulting Services (NBAC-CS) 3/F NEDA-sa-Pasig Bldg. No. 12 Saint Josemaria Escriva Drive Ortigas Center, Pasig City, 1605</p> <p>The deadline for submission of eligibility documents is: 15 June 2015, 12:00 nn.</p>
8.1	<p>The place of opening of eligibility documents is: Infrastructure Staff Conference Room 3rd Floor NEDA-sa-Pasig Building No. 12 Saint Josemaria Escriva Drive Ortigas Center, Pasig City.</p>

	The date and time of opening of eligibility documents is: 15 June 2015, 2:00 PM.
9.1	The updated curricula vitae should show, at the very least, the Consultant/s' educational background, related training and relevant experience (in months and years with detailed description/discussion on the nature and scope of work). Use attached Form C.
9.2	No additional requirements.
9.3	Please see Annex A of the Terms of Reference.

Statement of Completed Contracts

This is to certify that _____ has the following completed contracts for the period CY

Name and Location of the Contract	Date of Award of the Contract	Type and Brief Description of Consulting Services	Consultant’s Role (Main Consultant, Sub-Contractor, Partner in a JV, etc.)	Amount of Contract	Contract Duration (in years and months)	Proof/Certificate of Satisfactory Completion or Equivalent Document Issued by at Least One (1) Client (Separate Sheet)

Name and Signature of Authorized Representative

Date

- *Instructions:
- a) Cut-off date: The day before the deadline of submission of eligibility documents.
 - b) State completed contracts for the last ten (10) years. Contracts that are similar to the project being bid in terms of nature and amount shall be prioritized in inclusion in the list.

Statement of Ongoing and Awarded But Not Yet Started Contracts

This is to certify that _____ has the following ongoing and awarded but not yet started contracts:

Name and Location of the Contract	Date of Award of the Contract	Type and Brief Description of Consulting Services	Consultant's Role (Main Consultant, Sub-contractor, Partner in a JV, etc.)	Amount of Contract	Contract Duration (in years and months)	Remarks

Name and Signature of Authorized Representative

Date

*Instructions:

- a)State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project called for bidding) as of the day before the deadline of submission of eligibility documents.
- b) If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.

Format of Curriculum Vitae (CV)

Proposed Position: _____

Name of Firm: _____

Name of Staff: _____

Profession: _____

Date of Birth: _____

Years with Firm/Entity: _____ Nationality: _____

Membership in Professional Societies: _____

Detailed Tasks Assigned: _____

Key Qualifications:

[Give an outline of staff member’s experience and training most pertinent to tasks on project (in months and years with detailed description/discussion on the nature and scope of work). Describe degree of responsibility held by staff member on relevant previous projects and give dates and locations. Use about half a page.]

Education:

[Summarize college/university and other specialized education of staff members, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of projects. For experience in last ten years (in months and years), also give types of activities performed and client references, where appropriate. Use about two pages.]

Published Studies/Papers:

[Attach sample published studies/papers.]

Languages:

[For each language, indicate proficiency: excellent, good, fair, or poor in speaking, reading, and writing.]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Date:

*[Signature of staff member and authorized representative of the firm]**Day/Month/Year*

Full name of staff member:

Full name of authorized representative: