



REPUBLIC OF THE PHILIPPINES

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**NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY**  
**NEDA BIDS AND AWARDS COMMITTEE FOR CONSULTING SERVICES (NBAC-CS)**

15 June 2015

**INVITATION TO BID**  
**FOR THE PROCUREMENT OF CONSULTING SERVICES FOR THE DEVELOPMENT OF A**  
**GOOD GOVERNANCE TOOLKIT CONSISTING OF REFERENCE AND LEARNING**  
**MATERIALS TO GUIDE THE MAINSTREAMING OF GOOD GOVERNANCE PRINCIPLES**  
**AND ELEMENTS IN THE KEY PROCESSES IN NEDA**

The National Economic and Development Authority (NEDA) intends to apply the sum of Four Hundred and Forty Thousand Pesos (PhP440,000.00), as Approved Budget for the Contract, for the procurement of *Consulting Services for the Development of a Good Governance Toolkit* through Small Value Procurement. Details of the project are in the attached Terms of Reference (TOR).

Consultants are now invited to submit their technical and financial proposals. The submission shall be prepared in accordance with the following requirements:

1. Technical and financial proposals should be submitted in separate sealed envelopes, both indicating the Purchase Request Number for the procurement (PR No. 15-04-253 Number).
2. The technical envelope shall be marked "Technical" and shall contain (i) the Curriculum Vitae (CV) of the Consultant highlighting relevant work experience in the last 20 years and credentials, and indicating current workload/projects, and (ii) sample manuals or toolkits and workshop completion reports.
3. The financial proposal shall be marked "Financial" and shall indicate the Consultant's financial bid, preferably typewritten. Financial proposal must be inclusive of all applicable government taxes.
4. Proposals should be valid for a minimum of 30 calendar days from deadline of submission of bids as indicated below.

The submissions shall be addressed to the undersigned at the address below. Please be reminded that proposals sent through electronic transmission (facsimile and e-mail) shall not be allowed. The deadline for submission is on 03 July 2015, 12:00NN.

**The NEDA Bids and Award Committee for Consulting Services (NBAC-CS)**  
c/o the Infrastructure Staff  
National Economic and Development Authority (NEDA)  
3/F NEDA-sa-Pasig Building, 12 St. Josemaria Escriva Drive  
Ortigas Center, Pasig City 1605

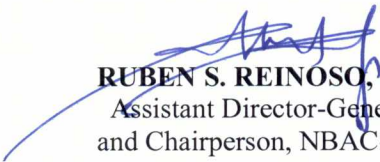
Bid opening shall be on 03 July 2015, 2:00 PM at the Infrastructure Staff Conference Room, 3/F NEDA-sa-Pasig Building, 12 St. Josemaria Escriva Drive, Ortigas Center, Pasig City. Late bids shall not be accepted.

The final selection of Consultant shall be based on a Quality-Cost Based Evaluation (QCBE) approach using 80%-20% weights. The quality shall be based on the education, experience, skills and competency and sample work of the Consultant.

NEDA reserves the right to accept or reject any bid, including single bid received, waive any minor deviation in the bid received that will not affect the substance of the bid, annul the bidding process, and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to Ms. Kathleen P. Mangune, NBAC-CS Secretariat Head at telephone numbers 631-3724 or 631-0945 to 68 local 310.

Very truly yours,



**RUBEN S. REINOSO, JR.**  
Assistant Director-General  
and Chairperson, NBAC-CS