

TECHNICAL PROPOSAL SUBMISSION FORM

Date: _____

National Economic and Development Authority

12 St. J.Escriva Drive, Ortigas Center, Pasig City

Ladies/Gentlemen:

I, the undersigned, offer to provide the consulting services for **The Procurement of Consultancy Services for the Supervision/Project Management of the Enhanced Digital Telephony System (EDTS) for NEDA**. I am hereby submitting my technical proposal.

This proposal is binding upon me and subject to the modifications resulting from contract negotiations up to the expiration of the proposal validity period which is 120 days upon submission.

I acknowledge and accept the NEDA's right to inspect and audit all records relating to my Proposal irrespective of whether I enter into a contract with the NEDA as a result of this Proposal or not.

I understand you are not bound to accept any Proposal received for the selection of a consultant for the Project.

Yours sincerely,

CONSULTANT NAME AND SIGNATURE

CONSULTANT ADDRESS

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Instruction: Please fill in the information for nominated staff who will provide consulting services. Please attach his /her curriculum vitae to this form.

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 personnel, 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 personnel since graduation, giving dates, names of employing organizations, titles of positions held, and locations of projects. For experience in last twenty years (in man-months for studies and man-hours/days for trainings/seminars/workshops conducted/organized or review/appraisal undertaken), also indicate role played and types of activities performed and client references, where appropriate. Failure to indicate role and duration shall merit zero points. Use about two pages.]

Employment Record (..cont.)

Employment Record (..cont.)

Trainings Attended:

[Summarize trainings/seminars attended as participant indicating topic and specific duration (in hours/days). Failure to indicate details shall merit zero points. Use about one quarter of a page.]

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.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

Date: _____

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

Full name of staff member: _____

Full name of authorized representative (if applicable): _____

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no.

_____.
Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, [date issued], [place issued]

IBP No. __, [date issued], [place issued]

Doc. No. ____

Page No. ____

Book No. ____

Series of ____.