

<p>Consulting Services on Provincial Product Accounts (PPA) Scoping Study</p>	<ol style="list-style-type: none"> <li>1. The Chairperson acknowledged the presence of the following end-user and TWG representatives from the NEDA Regional Development Staff, namely:               <ol style="list-style-type: none"> <li>i. Ana Francesca V. Rosales – End-User; and</li> <li>ii. Leia Vinia Georgia Lampitoc –TWG.</li> </ol> </li> <li>2. The Chairperson acknowledged the participation of the following authorized representatives from the shortlisted firms, namely:               <ol style="list-style-type: none"> <li>i. Mr. Lemuel P. Nidea – OIDCI;</li> <li>ii. Ms. Remy G. Gatdula – OIDCI;</li> <li>iii. Mr. Marco Alfredo C. Sision – ASPSI;</li> <li>iv. Ms. Anita G. Tindog – ASPSI;</li> <li>v. Rodrigo O. Celicious – ASCEND;</li> <li>vi. Jeffrey S. Gatdula – ASCEND; and</li> <li>vii. James T. Ilisapidez – ASCEND</li> </ol> </li> <li>3. Following are the clarifications raised during the pre-bid conference:               <ol style="list-style-type: none"> <li>i. <u>Bidding Documents Page 90, TOR, Item III.2 (Number and composition of participants for the “Conduct of a two-day workshop on macroeconomic accounts concept and data requirements”)</u></li> </ol> <p>Mr. Gatdula from OIDCI asked for the number of participants per workshops and if the participants are inclusive of NEDA and PSA Staffs stated on Appendix C. of the TOR. Ms. Rosales said that the 415 participants are inclusive of NEDA and PSA</p> </li> </ol>	<ul style="list-style-type: none"> <li>• The NBAC-CS instructed the Secretariat to draft bid bulletin for clarifications raised in the pre-bid.</li> </ul>
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	<p>staffs and it will cover all 16 regions and one (1) Highly Urbanized City (HUC).</p> <p>Mr. Celecious from ASCEND queried whether the 415 participants have the required skills and competency level for the workshops. Ms. Rosales said that the intention of the workshops is to assess the availability of data at the Local Government Unit (LGU) level. Further, she said that the function or position of the LGU participants, and not the level of skill, will be the main factor in identifying the participants.</p> <p>The Chairperson clarified that the Consultant is not accountable with regards to the effectiveness of the training. Ms. Rosales also cleared that this is not a training. Further, she clarified that the LGU participants cannot be trained on Macroeconomic accounts in just two days, and that the workshops are intended for the appreciation of macroeconomics concepts and to prompt the LGU participants on the necessary local data that needs to be generated on a periodic basis. In addition, to safeguard against participants who do not have enough information, a pre-workshop questionnaire will be sent to LGU and to be accomplished prior to the workshop proper. During the workshops, there will be a new set of questionnaires that will to be given to the participants in order to get additional required information. After the workshops, the Consultant will conduct a validation and go back to the Region of interest to further validate the lacking data coming from the workshops.</p>	
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	<p>Mr. Celicious said that it is a responsibility of the Consultants to equip the participants on how they will gather data after the workshop. Ms. Rosales said that under this study, it is not necessary to equip the participants to generate the local data on a periodic basis, but primarily on how the participants can access the data available at the LGU level necessary to generate a Provincial Product Accounts.</p> <p>Ms. Rosales informed the Bidders that prior to the workshops, a technical meeting among PSA, NEDA and the Consultant will be conducted to discuss the scope, geographical coverage, and timeline of the workshops. She added that every end of the workshops, the Consultant and the PSA will have to meet and discuss what has transpired during the workshop, and raised if they already have a policy recommendation.</p> <p>Mr. Celicious noted that five (5) workshops will be conducted throughout the Philippines. He asked if one (1) Consultant will facilitate all the workshops to maintain uniformity and consistency of the result. Ms. Rosales said that only one firm-nominated Consultant is required as stated in the Terms of Reference (TOR).</p> <p>Mr. Sison from ASPSI, on a follow up question, clarified whether the scoping study will cover a pilot province per region, and if all attending participants to the workshops are from the pilot provinces. Ms. Rosales said that all LGU participants are strictly</p>	
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	<p>from the pilot provinces. Furthermore, she said that the list of pilot provinces shall be determined upon discussion of NEDA, PSA and the Consultants.</p> <p>ii. <u>Bidding Documents Page 89, TOR Item II (Scope of Services)</u></p> <p>Mr. Sison noted that the scoping study would cover all the 16 regions. He asked if one (1) HUC per regions/provinces would be included in the scope. Ms. Rosales clarified that only one (1) HUC from 16 regions will be included in the scope.</p> <p>iii. <u>Bidding Document Page 90, TOR, Item III.3 (Consultation/Validation of available local level data)</u></p> <p>Mr. Gatdula queried whether the Consultant could use both Focus Group Discussion (FGD) and Key Informant Interviews (KII), or the Consultant has the liberty to choose/select between FGD and KII. Ms. Rosales replied that the Consultant is free to use either FGD or KII, or use both depending on the results of the workshops.</p> <p>Mr. Gatdula asked if NEDA has a preferred standard report format. Ms. Rosales said that there is no preferred standard report format, however, the TOR identified the contents of end workshops report as follows:</p> <p>a. The activity details (e.g., list of participants, workshop results, documentations);</p>	
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	<ul style="list-style-type: none"> <li>b. Inventory of available local data and existing methodologies;</li> <li>c. Results of field validation; and</li> <li>d. Issues and gaps on data collection, processing and documentation.</li> </ul> <p>iv. <u>Bidding Documents Page 90, TOR, Item III.4</u> (Conduct of Technical Meetings)</p> <p>Mr. Gatdula asked the number of technical meetings that will be conducted every two months. In response, Ms. Rosales said that one (1) technical meeting will be conducted every two months as reflected in work and financial plan. Mr. Gatdula asked the venue for the technical meetings. Ms. Rosales said that the technical meetings will be conducted in the NEDA Central Office.</p> <p>Mr. Gatdula also raised if the cost estimate to address the data gaps, cost estimate of PPA studies, and cost estimates of methodologies to address data gaps are the same. Ms. Rosales said that these cost estimates are the same, she added that there are existing methodologies for estimating PPA.</p> <p>v. <u>Bidding Documents Page 91, TOR, Item IV</u> (Deliverables and Timeline)</p> <p>Mr. Gatdula noted that the consulting firm would be contracted by the NEDA. He asked if there would be a separate expectation from PSA as approving authority. Ms. Rosales said that the final authority in the terms of payment would be NEDA. However,</p>	
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	<p>during the technical meeting and presentation to NEDA and PSA managements, the PSA will provide their comments, recommendations and inputs to the draft final report, which should be considered in the final report given that the PSA will be the beneficiary of the scoping study.</p> <p>vi. <u>Bidding Documents Page 91, TOR, Item V.1 (Payment)</u></p> <p>Mr. Gatdula asked if there is a difference between acceptance and approval of the inception report where in item VI.B.7 states that NEDA shall endorse the inception and final reports to the Undersecretary for NDO-Planning and Policy for final approval prior to payment processing. Ms. Rosales cleared the first deliverable requires “acceptance and approval of inception report” prior to payment.</p> <p>vii. <u>Bidding Documents Page 92, TOR, Item VI.B1.6 (Responsibilities of Consultant to conduct two-day workshop in coordination with NEDA)</u></p> <p>Mr. Celicious raised on how to operationalize the conduct of workshops since all operations and activities shall be subject to NEDA approval. Ms. Rosales replied that the focal personnel from NEDA Regional Development Staff (RDS) will closely coordinate with the Consultant in terms of technical and administrative aspects of the study implementation. NEDA will provide its confirmation at the suggested location.</p>	
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	<p>viii. <u>Bidding Documents Page 93, TOR, Item VI.B1.4</u> (Responsibilities of NEDA to solicit inputs in the draft final report within the prescribed period)</p> <p>Mr. Gatdula asked on the period given to the NEDA sector staff, NROs, and stakeholders to give their comments and inputs related to the study. Ms. Rosales said that the NEDA sector staff, NROs and stakeholders have one (1) month period to provide their input in the draft final report, as stated in the Work and Financial Plan.</p> <p>ix. <u>Bidding Documents Page 93, TOR, Item VI.B2.1</u> (NEDA through NROs for the conduct of pre-workshop questionnaire)</p> <p>Mr. Estaban asked whether the NEDA and NROs will be involved in instrument development for the pre-workshops questionnaires. Ms. Rosales said that the NROs could help the Consultant in sending out the pre-workshops questionnaires to the LGU. The Chairperson added that the Consultant will develop the instrument and the role of NROs are on dissemination and coordination.</p> <p>x. Ms. Rosales reminded the bidders to nominate only one (1) Consultant.</p> <p>xi. Since there were no more questions in the TOR. The Secretariat discussed the following additional reminders to proponents/bidders:</p>	
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	<p>a. Indicate <b><u>actual man-months</u></b> for experience and <b><u>actual man-hours or man-days</u></b> for training of nominated experts;</p> <p>b. Bid Security may be in any of the following:</p> <ol style="list-style-type: none"> <li>1. <b><u>Bid Securing Declaration</u></b> – should be notarized with government-issued ID (<i>Note: CTC is no longer accepted as a competent evidence of identity</i>); or</li> <li>2. <b><u>Cash, cashier's/manager's check, bank draft/guarantee/irrevocable letter of credit</u></b> – 2% of ABC; or</li> <li>3. <b><u>Surety Bond</u></b> – 5% of ABC.</li> </ol> <p>c. Use <b><u>up to date forms</u></b> (<i>follow the format of the forms included in the bidding documents</i>) and ensure that these are properly notarized (e.g. CV of nominated experts, Omnibus Sworn Statement, Bid Securing Declaration);</p> <p>d. Deadline for additional queries and requests for clarification is <b><u>10 calendar days</u></b> before the deadline for submission of proposals. The NBAC-CS <b><u>may respond</u></b> through bid bulletin not later than <b><u>7 calendar days</u></b> before the deadline for submission of proposals; and</p> <p>e. Deadline for submission of proposals – Observe timeliness; <b><u>1 minute late is strictly considered LATE.</u></b></p>	
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