



REPUBLIC OF THE PHILIPPINES

## NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY

### REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTING SERVICES FOR THE FORMULATION OF A MASTER PLAN FOR THE SUSTAINABLE URBAN INFRASTRUCTURE DEVELOPMENT IN VIGAN CITY

1. The National Economic and Development Authority (NEDA) intends to apply the sum of **FIFTY MILLION ONE HUNDRED SIXTY-NINE THOUSAND AND FOUR HUNDRED PESOS (Php50,169,400.00)** inclusive of all applicable government taxes and charges, professional fees, and other incidental and administrative costs which shall be paid on a reimbursement basis (e.g., travel expenses, communication expenses, office supplies, office space, and other expenses deemed necessary for the project as certified by the Executing Agency), as the Approved Budget for the Contract (ABC), to payments under the Contract for the subject consulting services. Proposals received in excess of the ABC shall be automatically rejected at the opening of the Financial Proposals.
2. The NEDA now calls for the submission of EOI and eligibility requirements for the **Consulting Services for the Formulation of a Master Plan for the Sustainable Urban Infrastructure Development in Vigan City**. The contract shall be completed within a period of ten (10) months, commencing from the date of receipt of the Notice to Proceed (NTP).

Eligibility submissions of interested Consultants must be duly received by the NEDA Bids and Awards Committee for Consulting Services (NBAC-CS) on or before **25 September 2018, 12:00 NN**, at the following address:

**Jonathan L. Uy**

Assistant Secretary and NBAC-CS Chairperson  
c/o Procurement Management Division, Administrative Staff  
2/F NEDA-sa-Pasig Building, #12 Saint Josemaria Escriva Drive  
Ortigas Center, Pasig City 1605

3. Interested Consultants may obtain further information from NEDA and acquire a complete set of Proposal Documents at the address given above from **Mondays to Fridays, 8:00 A.M. to 5:00 P.M., starting 05 September 2018** upon payment of the applicable fee for the Proposal Documents in the amount of **Php50,000.00**. The Proposal Documents may also be downloaded free of charge from the Philippine Government Electronic Procurement System (PhilGEPS) and NEDA websites, provided that Consultants shall pay the applicable fee for the Proposal Documents not later than the submission of their proposals.
4. A Pre-Proposal/Pre-Bid Conference will be held on **11 October 2018, 12:20 P.M.** at the **OADG-IP Conference Room, 4/F NEDA-sa-Pasig Building, #12 Saint Josemaria**

Escriba Drive, Ortigas Center, Pasig City 1605. Representative/s should bring a letter addressed to the NBAC-CS Chairperson certifying that the representative/s has/have authority to speak for and in behalf of the Consultant.

5. Interested Consultants have the option to submit their Legal, Financial and Class "B" Eligibility Documents (1 original copy and 4 copies), as applicable, in advance (**on or before 14 September 2018, 12:00 NN**) for preliminary evaluation by the NBAC-CS in terms of completeness/compliance. The NBAC-CS, however, shall only proceed with the preliminary evaluation upon payment of a participation fee of **PHP2,000.00**. Note that said amount shall cover the attendant administrative cost for the eligibility check and shortlisting process and shall be deducted from the cost of the Bidding/Proposal Documents. The NBAC-CS, after its preliminary evaluation of advance submissions, shall inform the participating Consultants of any deficiency in their respective submissions at least three (3) calendar days prior to the deadline for submission of Eligibility Documents set in this Request for EOI.
6. The NBAC-CS shall draw up the short list of Consultants from those who have submitted EOI, including the Eligibility Documents, and have been determined as eligible in accordance with the relevant provisions of Republic Act (RA) No. 9184, or the Government Procurement Reform Act (GPRA), and its Revised Implementing Rules and Regulations (IRR). The short list shall consist of three (3) to seven (7) prospective Consultants who will be entitled to submit proposals. The criteria and rating system for shortlisting are as follows:

Criteria/Particulars	Firm
<b>I. Experience and Capability of the Firm</b>	<b>60 points</b>
<ul style="list-style-type: none"> <li>a. <i>Years in the Consulting Services</i></li> <li>b. <i>Related Experience*/Previous Engagements</i> <ul style="list-style-type: none"> <li>i. <i>Similar Experience</i></li> <li>ii. <i>Relevant Experience</i></li> </ul> </li> </ul>	
<b>II. Qualification of Organic Personnel or Personnel Who May Be Assigned to the Study**</b>	<b>30 points</b>
<ul style="list-style-type: none"> <li>a. <i>Education</i></li> <li>b. <i>Training</i></li> <li>c. <i>Related Experience</i></li> </ul>	
<b>II. Financial/Job Capacity***</b>	<b>10 points</b>
<b>Grand Total</b>	<b>100 points</b>

\* Related experience shall mean similar, relevant experience, or combination thereof, as defined in the footnote under Section 6.2 of the subject Terms of Reference.

**Similar experience** refers to previous accomplishments/contracts with scope of works involving the formulation of a master plan and/or related studies/services pertaining to infrastructure sector development; while **relevant experience**



refers to previous accomplishments/contracts with scope covering the formulation of plans relative to urban development as well as other related studies/services.

Relevant training may either be in the general field of master planning, land use, urban planning or infrastructure development, or in a field related to the position and the corresponding tasks.


\*\*Personnel nominated for the purpose of eligibility and shortlisting should submit a signed written commitment stating that he/she shall work for the Study once awarded the contract. The Team Leader may only be nominated by one (1) firm.

$$\text{***Financial Capacity} = \frac{\text{Current Assets} - \text{Current Liabilities} - 2 \text{ months of all ongoing contracts}}{2 \text{ months of Reimbursable Expenses}}$$

7. The selection process will be conducted through open competitive procurement/bidding procedures using non-discretionary "pass/fail" criterion as specified in the Revised IRR of RA 9184. This procurement activity is open to all interested Consultants subject to the conditions for eligibility provided in said Revised IRR.
8. Proposals shall be evaluated using the Quality-Cost Based Evaluation/Selection (QCBSE) procedure at a weight ratio of *80% for the Technical Proposal and 20% for the Financial Proposal*. The criteria and rating system for the evaluation of proposals shall be provided in the Instructions to Proponents/Bidders.
9. NEDA reserves the right to reject any and all proposals, including that of a single eligible proponent, waive any minor deviation in the submitted documents which will not materially affect the substance of the proposal, annul the procurement/bidding process, or not award the contract without thereby incurring any liability to the affected participating Consultant/s.
10. For further information, please contact the NBAC-CS Secretariat:

2/F Procurement Management Division, Administrative Staff  
#12 Saint Josemaria Escriva Drive, Ortigas Center, Pasig City 1605  
(02) 631-3732 / (02) 631-0960 to 65 local 204  
Fax Nos. (02) 634-7916

Issued on **03 September 2018**.

  
**JONATHAN L. UY**  
Assistant Secretary  
and Chairperson, NBAC-CS  
NEDA-BAC