



REPUBLIC OF THE PHILIPPINES

NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY


BID BULLETIN NO. 03

PROCUREMENT OF CONSULTING SERVICES FOR THE CONDUCT OF THE STUDY ON MEASURING AWARENESS AND PERCEPTION OF NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY (NEDA), AMBISYON NATIN 2040, AND PHILIPPINE DEVELOPMENT PLAN (PDP)

TO : ALL SHORTLISTED CONSULTANTS

Hereunder are the clarifications raised during the Pre-Proposal/Bid Conference conducted on 18 October 2018 for above procurement:

Particulars	Clarification/Amendment
1. Section II. Objectives, <i>Item A</i> , Terms of Reference (TOR)	The general objective of the study is to develop metrics or objectively verifiable indicators and means of verification for measuring the level of awareness of all external stakeholders'/audiences – both primary and secondary – on NEDA, <i>AmBisyon Natin</i> 2040, and the PDP
2. Section IV.A Scope of Work, <i>Communication Objectives (b)</i>	Moreover, beyond awareness, the study also aims to provide metrics for gauging the level of engagement of primary stakeholders in terms of their support and commitment to <i>AmBisyon Natin</i> 2040 and the PDP, collectively and respectively.
3. Section IV.A Scope of Work, <i>Definition of Second Level Officials</i>	For the purpose of this study, second level officials are: division chief, assistant director, director and above.
4. Section IV.A Scope of Work, <i>Sample size and availability of government directory in Department of Budget and Management (DBM) website</i>	<p>The sample size is 1,200 respondents and the Consultant is expected to include the sampling method they intend to use for the study in their Technical Proposal.</p> <p>The updated government directory as of the year 2017 is available in the DBM website. While there are new appointees and officials not reflected in the said directory, the Consultant can use the addresses and contact details of government officials found in the said directory.</p>
5. Section IV.A.2 Scope of Work, <i>Conduct of Focus Group Discussions (FGDs)</i>	The Consultant is free to design the methodology of the study, which includes how many FGDs will be conducted and the questions that will be asked to respondents. Respondents should be comprised of the primary and secondary stakeholders/audience as identified in the TOR.

6. Section IV.A.6 Scope of Work, <i>Develop OVIs and MOVs, and gather baseline values for the OVIs</i>	The <i>OVIs</i> and <i>MOV</i> s will be part of the design and the NEDA's Communication and Stakeholder Engagement Framework and strategic objectives are already included in the TOR.
7. Section V.A Qualification Requirements, <i>Minimum Trainings</i>	<i>Online Trainings</i> are acceptable, provided that: a) <i>Certification/Certificate</i> is presented indicating the training hours and b) training provider/course is duly recognized by government or international issuing body.
8. Section VIII Fund Source and Approved Budget of the Contract (ABC)	The engagement will be a lump sum contract and the 20 percent limit for sub-contracting services shall be observed. All financial forms for the Financial proposal should be properly filled out for transparency purposes.
9. Medium of Data Collection	The Consultant is given the leeway to identify what medium will be used for the collection of the data. The Consultant is encouraged to include the medium that they intend to use for collecting data in the Technical Proposal.
10. Software Copy Rights	The use of open source software is preferred. If the Consultant sees the need to procure a software with intellectual property rights, it should be procured under the name of NEDA. A prior notice should be given to NEDA should the software require subscription cost after the contract. Continued access to the software should be provided to NEDA, even if the contract has already ended.
11. Data Privacy, Use of Social Media as Secondary Data Source, and Ethics Review	<p>NEDA adheres to the Freedom of Information Act, the guidelines of which are posted in the agency's website. NEDA likewise observes the implementation of the Data Privacy Act.</p> <p>Use of social media as secondary source of data is allowed, provided that the Consultant adheres to the proper handling of information generated from social media. The Consultant is reminded to be cautious as the engagement with respondents will be done on behalf of NEDA.</p> <p>NEDA is amenable to include under the proposed contract for award reference to internationally accepted provisions on safeguarding privacy of information and other related matters, as may be proposed by the highest rated bidder during negotiations.</p>
12. Requests for clarification(s)	Any requests for additional clarifications must be in writing and submitted to the NBAC-CS Chairperson on or before 30 October 2018, 5:00P.M. To facilitate action on the matter, requests for clarification may be emailed to the Secretariat but will not be responded to until the official communication as stated above is received.
13. Deadline for Submission of Proposal/Bid and Schedule of Proposal/Bid Opening, respectively	<p>Bid Submission: 09 November 2018, 12:00 NN.</p> <p>Bid Opening: 09 November 2018, 12:20 P.M.</p> 

	Bid Opening will be at the OADG-IP Conference Room, 4 th Floor, NEDA-sa-Pasig Building.
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Issued on 26 October 2018, Pasig City.


JONATHAN L. UY
Assistant Secretary
and Chairperson, NBAC-CS
Secretary - 2154