



REPUBLIC OF THE PHILIPPINES

## NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY

AGENDA	KEY ISSUES/CONCERNS/DISCUSSIONS	AGREEMENTS/INSTRUCTIONS
3. Pre-bid Conference		
Consulting Services for the Conduct of Value Methodology Associate (VMA) Program and VMA Certification for NEDA Technical Staffs / Managers	<ol style="list-style-type: none"> <li>1. The Chairperson acknowledged the representatives of the End-User (EU) and Technical Working Group (TWG), namely: <ol style="list-style-type: none"> <li>i. Ms. Ma. Genelin L. Licos – EU</li> <li>ii. Mr. Omecaliph M. Tiblani – TWG</li> </ol> </li> <li>2. He also acknowledged the representatives of Systra Philippines, Inc. (SPI) as the lone shortlisted firms, to wit: <ol style="list-style-type: none"> <li>iii. Ms. Christine Laumond – SPI</li> <li>iv. Mr. Sherwin Solano – SPI</li> </ol> </li> <li>3. The following clarifications were raised: <ol style="list-style-type: none"> <li>i. <u>On Section 2.4 (Scope of Works), Terms of Reference (TOR).</u> The VMA Examination, or any other similar examination, shall be taken by those who completed the VMF1 Course under this procurement and shall be offered to those who have undergone previous accredited VE/VA workshops/programs, as mentored by a Certified Value Specialist (CVS), subject to assessment by the Consulting Firm and based on the prioritization by NEDA.</li> </ol> </li> </ol>	The Secretariat was instructed to prepare the bid bulletin and provide copy to all shortlisted consultants.

	<p>The Consulting Firm shall also recommend the criteria for prioritization of the NEDA technical staffs/managers who will be accommodated to the VMA Examination.</p> <p>The number of NEDA technical staffs/managers to undergo the VMA Certification courses/modules/programs and the VMA Examination indicated in the TOR is the minimum required for the Study.</p> <p>ii. <u>Section 2.4 (Scope of Works), TOR.</u> The Consulting Firm shall provide NEDA, for payment purposes, two (2) copies of the complete certification program modules and other materials provided to the participants.</p> <p>iii. <u>Section 4.2 (Qualification Requirements for Experts/Project Team), TOR.</u> The Consulting Firm, if it deems necessary, may propose additional experts consistent with their proposed methodology without additional cost to NEDA. The number of experts indicated in the TOR is the minimum number required for the Study.</p> <p>iv. <u>Section 4.5 (Technical Evaluation Criteria), TOR.</u> The Consulting Firm shall include in the Technical Proposal the SAVE International membership, or any other similar international membership, its benefits, and requirements/qualifications therefor.</p> <p>The Technical Proposal shall discuss in details how the online VMA Examination will be conducted, and shall cover the required accommodations and physical set-up, e.g., appropriate examination rooms, fast/reliable internet service, laptops.</p> <p>4. The EU added that the NBAC-CS will include in the Bid Bulletin the proposed supplemental format for TPF 6. Consulting firms may use the said format to facilitate the TWG in the evaluation of technical proposals, particularly on the employment record of nominated experts.</p> <p>5. There being no other clarifications from the bidders, the Chairperson presented the following reminders:</p>	
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	<p>i. Indicate the <u>actual person-months of experience</u> and <u>actual person-hours or person-days of training</u> of the nominated experts.</p> <p>ii. Trainings are those acquired by the nominated expert; not trainings delivered or provided.</p> <p>iii. <b>Bid Security</b> may be in any of the following (Section 27.2 of the 2016 IRR of RA 9184):</p> <ul style="list-style-type: none"> <li>• <u>Bid Securing Declaration</u> – duly notarized and the affiant has provided a government-issued ID (Note: CTC is not accepted as a competent evidence of identity); <u>or</u></li> <li>• <u>Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit</u> (2% of the ABC) <u>or</u></li> <li>• <u>Surety Bond</u> (5% of the ABC).</li> </ul> <p>iv. The Financial Proposal shall be inclusive of 12% VAT.</p> <p>v. Use <u>up to date forms</u> (follow the format of the forms included in the bidding documents) and ensure that these are properly notarized (e.g. CV of nominated experts, Omnibus Sworn Statement. Bid Securing Declaration).</p> <p>vi. Update/renew expiring/about to expire eligibility requirements/documents.</p> <p>vii. Consultants should pay the applicable fee for the Bidding/Proposal Documents not later than the submission of their proposals/bids.</p> <p>viii. Tentative deadline for submission of proposal/bid: <b>08 January 2019, 12:00 noon. One (1) minute late is strictly considered late.</b></p>	
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	<p>6. Moreover, considering that the subject procurement is for the 2019 budget, the bidder was advised that a Bid Bulletin will be issued regarding the schedule.</p> <p>7. The Chairperson also reminded the bidders to be mindful of the acceptability and completeness of their submissions (i.e., notarization and signature of both parties including the names and signature of their witnesses in the Joint Venture Agreement).</p>	
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