



REPUBLIC OF THE PHILIPPINES

NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY

REQUEST FOR PROPOSAL (RFP)

FOR THE PROCUREMENT OF CONSULTING SERVICES FOR THE DEVELOPMENT OF COMPETENCY MODELLING, PROFILING AND ASSESSMENT OF THE NEDA COMPETENCY FRAMEWORK THROUGH NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT

1. The National Economic and Development Authority (NEDA) through its Bids and Awards Committee for Consulting Services, intends to engage the services of a Consultant for the Procurement of Consulting Services for the Development of Competency Modelling, Profiling and Assessment of the NEDA Competency Framework through employment of Section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act 9184. Details of the project are in the Terms of Reference (TOR), attached hereto as Annex A.
2. The ***Approved Budget for the Contract (ABC) is One Million Pesos (₱1,000,000.00)***, inclusive of all applicable government taxes and charges, professional fees, and other incidental and administrative costs. The engagement shall be for four (4) months, commencing from the date of receipt of the Notice to Proceed (NTP) by the Consultant. Proposal received in excess of the ABC shall be automatically rejected at the proposal opening.
3. Interested Bidders are required to submit in sealed envelopes, one (1) original copy and three (3) copies of the following to the NEDA Bids and Awards Committee for Consulting Services (NBAC-CS) on or before 4 July 2019, 12:00 NN, at the 2nd Floor, Procurement Management Division - Administrative Staff, #12 Saint Josemaria Escriva Drive, Ortigas Center, Pasig City. Late submissions shall not be accepted.

A. Eligibility Documents

1. Mayor's/ Business Permit;
2. PhilGEPS Registration Number/Certificate;
3. Latest Income/Business Tax Return; and
4. Omnibus Sworn Statement using GPPB prescribed Form (please use the form attached hereto as Annex B);

The Omnibus Sworn Statement shall be accompanied by a duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable, granting the representative of the bidder authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the subject procurement.

B. Technical Documents

5. Curriculum Vitae (please use the form attached hereto as Annex C)
6. List of all completed contracts, and ongoing and awarded but not yet started contracts in the last 10 years (please use the form attached hereto as Annex D);
7. Technical Proposal; and

C. Financial Proposal

8. Financial Proposal (must be inclusive of all applicable government taxes and charges).

Bidders shall enclose their original Eligibility Documents and Technical Documents in one sealed envelope marked “ORIGINAL – ELIGIBILITY DOCUMENTS AND TECHNICAL DOCUMENTS”, and the original of their Financial Proposal in another sealed envelope marked “ORIGINAL – FINANCIAL PROPOSAL”, sealing them all in an outer envelope marked “ORIGINAL PROPOSAL/BID”.

Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as “COPY NO. ____ - ELIGIBILITY DOCUMENTS AND TECHNICAL PROPOSAL” and “COPY NO. ____ - FINANCIAL PROPOSAL” and the outer envelope as “COPY NO. ____”, respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope. *See diagram attached hereto as Annex E.*

4. The schedule of bidding activities shall be as follows:

Activities	Schedule	
	Date	Time
Posting of the Request for Proposal	7 June 2019	
Pre-Bid Conference	18 June 2019	12:10 PM
Issuance of Amendments/Clarifications	25 June 2019	
Deadline of submission of Bids/Proposals ¹	4 July 2019	12:00 NN
Opening of Bids/Proposals (Legal & Technical Documents)	4 July 2019	12:15 PM

5. Bidding will be conducted through simultaneous opening and evaluation of the legal requirements and technical proposals which will be opened using non-discretionary “pass/fail” criterion as specified in the Revised IRR of RA 9184.
6. Proposals shall be evaluated using the Quality-Cost Based Selection/Evaluation (QCBS/E) 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 is provided in the TOR.

The technical proposal together with the financial proposal shall be considered in the evaluation of Consultants. The technical proposals shall be evaluated first. The financial

¹ Eligibility, Technical and Financial Proposals

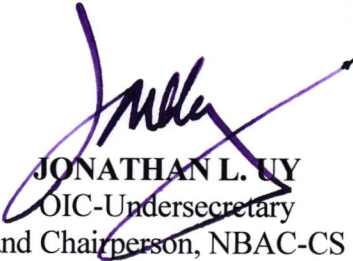
proposals of the Consultants who meet the minimum score for the Technical Proposal shall then be opened.

7. The complete set of Request for Proposal and TOR may be acquired by interested Consultants at the NBAC-CS Secretariat, c/o Procurement Management Division, Administrative Staff, 2nd Floor NEDA-sa-Pasig Bldg., No. 12 Saint Josemaria Escriva Drive, Ortigas Center, Pasig City

It may also be downloaded free of charge from the websites of the Philippine Government Electronic Procurement System (PhilGEPS) and the NEDA.

8. The NEDA reserves the right to accept or reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. The NEDA shall in no case be held responsible or liable for any and all costs incurred by the bidder.
10. For further information, please contact the NBAC-CS Secretariat:
Procurement Management Division
2/F 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 07 June 2019.


JONATHAN L. UY
OIC-Undersecretary
and Chairperson, NBAC-CS