



REQUEST FOR EXPRESSION OF INTEREST FOR

CONSULTING SERVICES FOR THE LEARNING AND DEVELOPMENT COURSES

1. The DOST-Science and Technology Information Institute through the Human Resource Development Program of CY 2021, intends to apply the sum of **One Million Seven Hundred Fifty Thousand Pesos (P1,750,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for Consulting Services for the Learning and Development Courses. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The DOST-STII now calls for the submission of Eligibility Documents for the procurement of consulting services of a local consultancy firm/company with extensive experience in providing advisory services in government setting as well as familiarity with L&D Courses and HR/OD related training programs. Eligibility Documents of interested consultants must be duly received by the BAC Secretariat **on or before 02 August 2021, 10:00 a.m.** at STII Lobby, STII Bldg, DOST Complex, Gen. Santos Avenue, Bicutan, Taguig City. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. The DOST-STII will hold a meeting on the eligibility documents with the prospective bidders/interested consultants on **02 August 2021, 10:00 a.m.**

To reduce the risks and hazards of community transmission of COVID-19, the BAC shall conduct meetings and conferences via video conferencing until further notice, or until such time that the state of calamity, or implementation of community quarantine or similar government restrictions shall have been lifted by the proper government authorities.

4. Interested bidders may obtain further information from DOST-STII and inspect the Bidding Documents at the address given below during office hours.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **24 July 2021** from the STII – BAC Secretariat – General Services and Property Section (GSPS), 2nd Flr. STII Bldg, DOST Complex, Gen. Santos Avenue, Bicutan, Taguig City and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **P1,750.00**.

It may also be downloaded free of charge from the PHILGEPS website (<https://www.philgeps.gov.ph/Indexes/login>) and the website of the Procuring Entity (<http://stii.dost.gov.ph>), provided that Bidders shall pay the applicable fee for the Bidding Documents on or before the deadline for the submission of bids.

6. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”, and its Implementing Rules and



Regulations (IRR). The short list shall consist of at least five (5) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

- Applicable experience and capability of the firm for at least past three (3) years (50%);
- Qualifications of the primary consultant (30%); and
- Current Workload Relative to Capacity (20 points).

To qualify for shortlisting, the prospective bidder should achieve an overall minimum score of **70 points**.

7. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

8. The Procuring Entity shall evaluate bids using the **Quality-Cost Based Evaluation/Selection (QCBE/QCBS) procedure**. The Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
9. The contract shall be completed until December 2021 from issuance of Notice to Proceed.
10. The DOST-STII reserves the right to 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.

11. For further information, please refer to:

JONA M. BERNAL
Head BAC Secretariat
Telefax No. 837-2071 loc. 2145

ALAN C. TAULE
BAC Chairperson

Approved by:

RICHARD P. BURGOS
Director