

## Republic of the Philippines

## KALINGA STATE UNIVERSITY BIDS AND AWARDS COMMITTEE

National Highway, Purok 6, Bulanao, Tabuk City, Kalinga

Title:	REQUEST FOR PROPOSAL		
Name of Contract:	Procurement of Services of ISO Certifying Body	RFP No.:	RFQ-Cons-2019-09-081
Location of Contract:	Kalinga State University – 3 Campuses	Date:	September 9, 2019
End-User Unit:	Quality Assurance Office	Fund Source:	IGI CY 2019
Implementing Unit:	VPASD	ABC:	Php 1,380,000.00
Period of Advertisement:	September 10-17, 2019 @ 10:00 am	Mode of Procurement:	Highly Technical Consultant (Sec. 53.7)
Instructions to External Providers:	Please quote your government price, taxes included and FOB, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative <b>not later than ten o'clock in the morning (10am) of September 17, 2019 (Tuesday)</b> in a sealed envelope to the business or e-mail address stated below and shall be opened on the same day at 10:01 am.		
	<ol> <li>All entries must be typewritten or legibly written.</li> <li>Price validity shall be for a period of 30 calendar days.</li> <li>Terms of Reference (TOR) for the Project is attached as Annex "A".</li> <li>List of Documentary Requirements comprising the Technical and Financial Proposals is attached as Annex "B".</li> <li>The Samples of Bidding Forms are attached as Annex "C".</li> <li>The BAC shall conduct Eligibility Checking and Shortlisting based on a non-discretionary "pass/fail" criteria. During the Evaluation of Bids, Quality-Cost Based Evaluation (QCBE) procedure (collegial rating) shall be adopted using the following Shortlisting Criteria:</li> </ol>		
	Criteria		Maximum Points
1. Experience of the Firm  The firm or its proposed Project Manager/Team Leader for the services to be procure  must have actiof attails completed one consulting consider a partial to and wife  must have action attails and wife			

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Criteria			Maximum Points
Experience of the Firm     The firm or its proposed Project I must have satisfactorily complete the following cost as a percenta the services to be procured.	ed one consulting services contr	act similar to, and with	
Cost as % of ABC 50% or more 40% to <50% 30% to <40% <30%	<u>Points</u> 35 25 15 0		35
Qualification of Key Personnel to be assigned to the Project The key personnel must meet the following requirements:      Education Relevant Bachelor's Degree, minimum requirement Relevant Master's Degree, additional point Relevant Doctor's Degree, additional point Relevant Publications and Training, additional point  0.5  1.0  1.0  1.0  1.0  1.0  1.0  1.0		30%	
Experience Similar to the services to Related to the services to	be procured	<u><b>Points</b></u> 10 10	
<ul> <li>a) Clarity, feasibility, innovativeness and comprehensiveness of the plan approach</li> <li>b) Quality of interpretation of project problems, risks and suggested solutions</li> </ul>		35%	

To be eligible for inclusion in the short list, a consultant must obtain a minimum or passing total score of 60%, based on the following QCBE rating:

Weights				
Quality (Technical Proposal)	Cost (Financial Proposal)	Total		
70	30	100%		

The following formula shall be used:

 $S = (St \times T\%) + (Sf \times F\%)$ 



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	Where:					
	S is the Total Score;					
	<b>St</b> is the Technical Score; <b>Sf</b> is the Financial Score:					
	<i>T</i> is the weight given to the Technical Proposal; and					
	<b>F</b> is the weight given to the Financial Proposal.					
	Example: Technical Proposal Financial Proposal Total					
	Firm Ave Weighted Weighted Total					
	Score Score Score Score Score					
	A 86 x 70% = 60.2 100 x 30% = 30 90.2					
	<ol> <li>The total price quoted is subject to withholding tax and payable check.</li> <li>Contract Duration will cover three (3) years. The winning consultant shall start performing the services within three (3) working days upon receipt of Notice to Proceed.</li> </ol>					
	<ol> <li>Bidders should comply with the applicable provisions of Annexes "B" (General Principles or Consulting Services) and "F" (Contract Implementation Guidelines for the Procurement of Consulting Services) of the 2016 Revised IRR of R.A. 9184.</li> <li>The Kalinga State University 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 affected bidder/s</li> <li>Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the external provider or his/her duly authorized representative/s.</li> <li>During the Contract Duration, the winning external provider is expected to adhere with the Green Procurement Programs of government pursuant to EO No. 301 issued in 2004.</li> <li>During and after the contract implementation, the consultant shall be evaluated by the end-</li> </ol>					
Prepared by/ Contact Person:	user unit as requirement for payment of progress and/or final billing.  MR. RONALDO B. DALUPING  BAC Secretariat Section, Procurement Management Office  Kalinga State University – Main Campus, National Highway, Purok 6, Bulanao, Tabuk City,  Kalinga 3800, Philippines  CP No. 0917-774-4185 /Email Address: procurementservice_bac@ksu.edu.ph					
Authorized Signatory	EDWA P. YUMOL, CPA, PhD BAC Chairperson					