



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRARIAN REFORM

REQUEST FOR EXPRESSION OF INTEREST FOR THE PROCUREMENT OF CONSULTING SERVICES FOR THE COMPETENCY DEVELOPMENT FOR DEPARTMENT OF AGRARIAN REFORM OFFICIALS AND EMPLOYEES (PBD-17-11)

1. The **DEPARTMENT OF AGRARIAN REFORM (DAR)**, through the Training Fund under the 2017 General Appropriations Act (GAA), intends to apply the sum of **FIVE MILLION FIVE HUNDRED THOUSAND PESOS (Php5,500,000.00)**, inclusive of applicable taxes, as the Approved Budget for the Contract (ABC) to payment under the Contract for the Project: Competency Development for DAR Officials and Employees which covers 351-job position descriptions, competency - based job profiles, and competency tables of job groups. The Project is also intended to build the capacity of DAR personnel in the conduct of job description writing, competency assessment and profiling and competency modelling.
2. The **DAR** now calls for the submission of eligibility documents of consulting firms for the implementation of the above-stated project. Eligibility documents of interested consulting firms must be duly received on or before 10:00 a.m., September 4, 2017 by the BAC Secretariat at the Ground floor, DAR Central Office Main Bldg., DAR Compound, Elliptical Road, Diliman, Quezon City. Opening of eligibility documents shall be held on September 4, 2017 at 11:00 a.m. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
3. Interested consulting firms may obtain further information from the DAR BAC-Secretariat and inspect Part I of the Bidding Documents (Eligibility Documents) at the address given below from 8:00 a.m. to 5:00 p.m., Monday to Friday. It may also be downloaded from the PhilGEPs and DAR websites.
4. The DAR BAC shall draw up the short list of Consultants from those who have submitted 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 3-prospective consulting firms which will be entitled to submit bids. The criteria and rating system for short listing are:

Rating Factor	Rating (%)
I. Applicable Experience of the Consulting Firm	50%
II. Qualifications of principal and key staff of the consultant who may be assigned to the job vis-a-vis- extent of complexity of the undertaking	30%
III. Absorptive Capacity	20%

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

Bidding will be conducted in accordance with relevant procedures for open competitive bidding as specified in the IRR of RA 9184, with some amendments, as stated in the bidding documents and is open to all short listed bidders.

6. The Procuring Entity shall evaluate bids using the Quality-Cost Based Evaluation (QCBE) procedure. Bids whose technical proposal passes the minimum technical requirement of seventy five percent (75%) shall have its financial proposals opened and evaluated. The technical proposal shall carry eighty percent (80%) weight in the evaluation and the financial proposal twenty percent (20%). The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
7. The contract shall be completed within seven (7) months from receipt of Notice to Proceed (NTP).
8. The DAR 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.
9. For further information, please refer to:

Mr. Dennis Joseph A. Cruz

Head, DAR BAC Secretariat

Ground floor, DAR Central Office Main Bldg.,

DAR Central Office Compound

Elliptical Road, Diliman, Quezon City

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25 August 2017



HERMINIA FE. B. SAN JUAN

Chairperson, Bids and Awards Committee