



**REQUEST FOR EXPRESSION OF INTEREST FOR THE  
PROCUREMENT OF CONSULTANCY SERVICE FOR THE  
COMPETENCY MODEL DEVELOPMENT FOR THE PROGRAM  
BENEFICIARIES' DEVELOPMENT JOB SECTOR**

**REFERENCE NUMBER: PBD-116-23-07**

1. The Department of Agrarian Reform Central Office, through the General Appropriations Act intends to apply the sum of **One Million Two Hundred Thousand Pesos only (P1,200,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of Consultancy Service for the Competency Model Development for the Program Beneficiaries' Development Job Sector. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *Department of Agrarian Reform Central Office* now calls for the submission of eligibility documents for *Procurement of Consultancy Service for the Competency Model Development for the Program Beneficiaries' Development Job Sector*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before August 29, 2023 at 9:30 am at the *Procurement Division Office, Ground Floor, Main Building, DAR Central Office, Elliptical Road, Diliman, Quezon City*. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
3. Bidders should have completed, within the last five (5) years from the date of submission and receipt of eligibility documents, a contract similar to the Project. The description of an eligible bidder is contained in Part I Bidding Documents, particularly, in Section III, Eligibility Data Sheet.
4. Interested bidders may obtain further information from the DARCO Bids and Awards Committee Secretariat and inspect the Bidding Documents at the address given below starting on **August 22, 2023** from 8:00 a.m. to 5:00 p.m Mondays to Fridays.
5. Bidding Documents may be acquired by interested Bidders from **August 22, 2023** at 8:00 am- 5:00 pm at the Office of the Procurement Division, Ground Floor, Main Building, DAR Central Office, Elliptical Road, Diliman, Quezon City.

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

6. The DAR-BAC shall draw up the short list of consultancy firm 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, preferably, of three (3) prospective bidders who will be entitled to submit bids. Should only one or less than the preferred number apply for eligibility and shortlisting, pass the eligibility check and/or pass the minimum score required in the shortlisting, the BAC shall consider the same. The criteria and rating system for short listing are:

- a) Applicable Experience of the Consulting Firm- 50 points
- b) Qualifications of principal and key staff - 30 points
- c) Absorptive Capacity - 20 points

**Passing score is 80 points.**

7. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised 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 procedure. Bids whose technical proposal passes the minimum technical requirement of eighty (80) points shall have its financial proposals opened and evaluated. The technical proposal shall carry sixty percent (60%) weight in the evaluation and the financial proposal is forty percent (40%). The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders. Financial bids that exceed the ABC shall be automatically rejected at bid opening.
9. The contract shall be completed within One Hundred Fifty calendar days upon the Consultant's receipt of the Notice to Proceed (NTP).
10. 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.

11. For further information, please refer to:

**CHARISSE ATACADOR**

Head, DAR-BAC Secretariat

Ground Floor, Main Building, DAR Central Office

Elliptical Road, Diliman, Quezon City

Telephone Numbers: 8928-1011 or Mobile No.: 0966 781 2052


Email address: [darcobac116@gmail.com](mailto:darcobac116@gmail.com)

**You may visit the following websites for downloading of documents:**

[www.dar.gov.ph](http://www.dar.gov.ph)

[www.philgeps.gov.ph](http://www.philgeps.gov.ph)

*August 18, 2023*

  
**AMIHILDA J. SANGCOPAN**  
Undersecretary for Mindanao Affairs  
Chairperson, Bids and Awards Committee