



Section I. Request for Expression of Interest

CONSULTING SERVICES FOR THE DEVELOPMENT OF DOCUMENTED INFORMATION TRACKING SYSTEM AND STRATEGIC PERFORMANCE MANAGEMENT SYSTEM (DoIT-SPMS)

1. The National Security Council (NSC), through the authorized appropriations under the FY 2020 General Appropriations Act, intends to apply the sum of **Eight Million Pesos (₱ 8,000,000.00)** being the Approved Budget for the Contract (ABC) for payment under the contract for **Consulting Services for the Development of Documented Information Tracking and Strategic Performance Management System (DoIT-SPMS)**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals
2. The NSC now invites bids for the submission of eligibility documents for Consulting Services for the Development of Documented Information Tracking and Strategic Performance Management System (DoIT-SPMS). Detailed service requirements are indicated in the Terms of Reference (TOR) for the project (see Annex A).
3. Interested consultants must submit their eligibility documents on or before **25 November 2020 / 2:00pm** at the BAC Secretariat, 5 V. Luna Road corner East Avenue, Pinyahan, Quezon City. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion. The consultant/s shall drop three (3) copies of their duly accomplished eligibility requirements in sealed envelopes in the bid box located at the above-mentioned address.
4. The BAC shall draw up the short list of consultants from those who have submitted eligibility documents and have been determined as eligible in accordance with the provisions of Republic Act (R.A.) No. 9184, otherwise known as the “Government Procurement Reform Act,” and its Implementing Rules and Regulations (IRR). The short list shall consist of maximum of five (5) interested consultants who will be entitled to submit bids. In accordance with Section 24 of R.A. No. 9184 and its IRR, the criteria and rating system for short listing are:
 - A. Financial proposal (25%)
 - B. Technical proposal (75%)
 - (i) Qualification and quality of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking --- 15 points;
 - (ii) Applicable experience and capability of the consultant and members in case of joint ventures, considering both the overall experiences of the firms or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultants --- 15 points; and
 - (iii) Plan of Approach and Methodology --- 45 points.



5. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of R.A. No. 9184.
6. The bids shall be evaluated using the Quality-Cost Based Evaluation/Selection (QCBE/QCBS) procedure. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Consultants.
7. The contract shall be completed within six (6) months upon receipt of Notice to Proceed (NTP).
8. The schedule of activities shall be as follows:

ACTIVITIES	SCHEDULE
Advertisement/Posting to PhilGEPS Website	November 18-24, 2020
Eligibility and Shortlisting	November 25, 2020 / 2:00pm
Pre-Bid Conference	December 02, 2020 / 2:00pm
Deadline of Submission of Bids and Bid Opening	December 14, 2020 / 2:00pm
Bid Evaluation	December 15, 2020
Notification for Negotiation	December 16, 2020
Negotiation	December 17, 2020
Post -Qualification	December 18-19, 2020
Approval of Resolution / Issuance of Notice of Award	December 21, 2020
Issuance of Notice to Proceed	December 22, 2020

9. A complete set of Bidding Documents may be acquired by interested Bidders in the PhilGEPS and NSC Websites FREE of charge.
10. The NSC reserves the right to reject any and all bids, annul the bidding process, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected consultant or consultants.
11. For further information, please refer

to: NSC-BAC Secretariat
National Security Council
5 V. Luna corner East
Avenue, Brgy. Pinyahan,
Quezon City
Tel. no. 8928-4245 loc. 1504 or 1506
Email address: property@nsc.gov.ph / nscproperty50@yahoo.com


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