

Completeness Checklist for Unsolicited Proposals

BOT Law IRR

Name of the Proposed Project: _____

Proponent: _____

Date of Submission: _____

I. Submission of Complete Unsolicited Proposal

	Present	Absent	Remarks
Cover Letter Indicating the basic information of the Unsolicited Proposal such as:			
1. Expected output and outcome;			
2. Implementation period;			
3. General description of new technology or new concept; and			
4. Other relevant information			
Company Profile <i>Refer to Qualification of the Proponent</i>			
Complete Feasibility Study ¹ <i>Refer to FS Checklist</i>			
Draft Contract consistent with Section 4.4 of BOT IRR ¹ <i>Refer to Draft Contract Checklist</i>			
Other documents that are needed even if proprietary in nature ¹ (i.e., PE Forms, RDC, etc.)			

¹ Feasibility study, draft contract and other documents shall be submitted in a sealed envelope.

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I.A. Feasibility Study Checklist for Unsolicited Proposal

I.A.1. Preliminary Eligibility Checklist for Unsolicited Proposals (optional):

		Yes	No	Remarks
1	Section 10.1 Is the project not part of the Public Investment Program (PIP) and the Comprehensive and Integrated Infrastructure Program (CIIP)?			
2	Section 10.1 Is the project not part of the Provincial Development Investment Program (PDIP) and Local Development Investment Program (LDIP)?			
3	Section 10.1 Is the government not required to provide direct guarantee, subsidy or equity?			
4	Section 10.3 Is any component of the Unsolicited Proposal not part of an approved project?			
5	Sections 10.1, 10.2 and 10.3 Does the Unsolicited Proposal involve a new concept or technology?			

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I.A.2. Feasibility Study shall include but not be limited to the following sections:

	Present	Absent	Remarks
I. Project Background/Description of the Project			
A. Sector			
B. Project Location			
C. Proposed payment scheme			
D. Contractual arrangement and length of concession/ cooperation period			
E. Project Scope			
F. Total Project Cost			
G. Area/localities affected by the Project (Traffic impact)			
H. Project linkages with the national and regional development thrusts, goals, gender and development and the environment			
I. Estimated Economic Life of Project			
J. Government Undertaking			
K. Legal Institutional Analysis			
L. Stakeholder Analysis			
M. Project Proponent Composition (possible consortium members; contractor; financier; supplier; operator)			
N. Proposed Toll Rate/Repayment Scheme			
II. Technical Study			
A. New Technology/New Concept			
B. Technical Design			
C. Traffic Study/Analysis which includes the following, but not limited to: <ol style="list-style-type: none"> 1. Traffic Data/Survey 2. Traffic Forecast 3. Traffic Impact 			

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D. Technical and Operational Analysis/Feasibility			
E. Multi-Criteria Analysis			
F. Typical Cross Section			
G. Horizontal and Vertical Profiles			
H. KMZ file incorporating all existing and proposed projects of the proponent			
III. Financial Viability Assessment			
A. Complete Financial Model			
i. cash flow			
ii. income statement			
iii. balance sheet			
iv. assumption sheets			
B. Project and Financing Milestones			
C. Project IRR			
IV. Project Economic Viability Assessment			
A. Estimated Economic Cost and Benefits			
B. Methodology Employed			
C. Economic IRR			
D. Benefit-Cost ratio (B/C Ratio)			
E. Net Present Value (NPV) of Net Benefits			
F. Sensitivity of Analysis			
V. Value for Money Analysis			
A. Assumptions and sources of data			
B. Public Sector Comparator			
C. Results of VFM Analysis			
VI. Risk Allocation Matrix (shall include but not limited to)			
A. Site Risk			
B. Design, Construction, Commissioning Risk			
C. Sponsor and Financial Risk			
D. Operating Risk			

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E. Demand Risk			
F. Network and Interface Risk			
G. Industrial Relations Risk			
H. Legislative and Government Policy Risk			
I. Force Majeure Risk			
J. Asset Ownership Risk			
VII. Environmental Compliance			
A. Environmental & Social Impact Assessment in the Feasibility Report			
B. Social Aspect (Pre-RAP;ROW)			
C. Gender & Development			

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I.B. Checklist for Draft Contract of Unsolicited Proposals

	Present	Absent	Remarks
a. Specific contractual arrangement, term and scope of work			
b. Project technical specifications and system features			
c. Implementation milestones including those for securing other approvals, project completion date			
d. Cost recovery scheme via proposed tolls, fees, rentals, and charges as the case may be			
e. Liquidated damages as contemplated under Sections 12.14 of BOT IRR			
f. Performance and warranty bonds contemplated under Sections 12.8 and 12.9			
g. Minimum insurance coverage as may be required for the project			
h. Acceptance tests and procedures			
i. Warranty period and procedures (after transfer)			
j. Grounds for and effects of contract termination including modes for setting disputes			
k. Manner and procedures for the resolution of warranty against corruption			
l. Compliance with all other applicable laws, rules, and regulations			
m. Minimum Performance Specifications and Standards (MPSS) and Key Performance Indicators (KPIs)			

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I.C Qualifications of the Proponent based on the Section 5.4 (Legal Requirements, Experience or Track Record and Financial Capability)

	Present	Absent	Remarks
I. Legal Requirements			
A. Securities and Exchange Commission (SEC) Registration			
B. General Information Sheet (GIS)			
C. Articles of Incorporation and By-Laws			
D. Certificate of Incorporation			
II. Experience or Track Record			
A. Firm Experience			
• Nominated Construction Contractor			
○ PCAB License			
○ Willingness to Participate			
○ Experience			
• Nominated Facility Operator/s			
○ Willingness to Participate			
○ Experience			
B. Nominated Key Personnel/s			
• Design			
• Construction			
• Operations and Maintenance			
III. Financial Capability			
A. Net worth (Updated/Latest Financial Statement for year 2015, 2016 and 2017)			
B. Good Financial Standing (Bank Certificate of Willingness to Lend)			
IV. Other requirements			
A. Letter support from concerned Local Government Units (LGUs) traversed by the project			
B. Environmental Impact Study/Assessment (EIS/EIA) for the application of Environmental Compliance Certificate (ECC)			