



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE VIII

Baras, Palo, Leyte

PHILIPPINE BIDDING DOCUMENTS

Procurement of CONSULTING SERVICES

PART I **BIDDING DOCUMENTS**

for

24CSI006

(Contract Identification)

Contract Name:

**Consultancy Services for the Conduct of Feasibility Study for
Tunneling of Tacloban Bypass Road Extension, Tacloban City,
Leyte
(Tacloban – Babatngon)**

Contract Location: Leyte

Deadline of Submission and Opening of Eligibility Documents:

November 5, 2024 @ 10:00 A.M.

Fifth Edition
August 2016

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Contract ID No.: **24CSI006**

Contract Name: Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)




Contract Location: Leyte

Section I. Request for Expression of Interest

Contract ID No.: **24CSI006**

Contract Name: **Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)**

Contract Location: **Leyte**

	<p>Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS REGIONAL OFFICE VIII Baras, Palo, Leyte</p>																
<p>REQUEST FOR EXPRESSION OF INTEREST (REI) October 25, 2024</p>																	
<p>1. The Department of Public Works and Highways, Regional Office VIII, Government Center, Baras, Palo, Leyte through GAA FY-2024 (Funds) intends to apply the sum being the Approved Budget for the Contract (ABC) to payments under the contract for the Geotechnical Exploration of the herein Consulting Services project, viz:</p>																	
<p>1. Contract ID Contract Name Contract Location Project Description/Scope of Work</p>	<p>: 24CSI006 - : Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon) - : Tacloban City, Leyte - : The Consultant shall provide the necessary professional services for the conduct of the most rational project alignment based on the initial Environmental and Social Impact Assessment (EIA) for the preparation of an Environmental Impact Study (EIS); Gender and Development (GAD) Report; Preliminary Right-of-Way Action Plan (Pre-RAP), including the technical and economic aspects to determine the viability of the project.</p>																
<p>The Consultant's scope of work will cover but not necessarily limited to the items listed in the Terms of Reference (TOR)."</p>																	
<p>Total Approved Budget for the Contract (ABC) Contract Duration Source of Fund</p>	<p>: ₱69,997,770.00 - : 300 Calendar Days - : PDE 2024 -</p>																
<p>2. The Department of Public Works and Highways, Regional Office VIII through the Bids and Awards Committee (BAC) now calls for the submission of Eligibility Documents for the above-stated scope of consulting services. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before November 5, 2024 at 10:00 A.M. and followed by the Opening of Eligibility Documents, at the BAC Office with address given below. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.</p>																	
<p>3. Interested bidders/consultants may obtain further information from Department of Public Works and Highways, Regional Office VIII, Baras, Palo, Leyte and inspect the Bidding Documents Part I from 8:00 A.M. – 5:00 P.M.</p>																	
<p>4. A complete set of Eligibility Documents may be acquired by Interested Bidders on October 25, 2024 to November 5, 2024 at DPWH Regional Office VIII, Baras, Palo, Leyte.</p>																	
<p>It may also be downloaded for free of charge from the website of the Philippine Government Electronic Procurement System (PhigEPS) and the website of the Procuring Entity.</p>																	
<p>5. The BAC shall draw up the short list of consultants 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 2016 Revised Implementing Rules and Regulations (IRR), and D.O. #143, Series of 2022 – Amending Department Order No. 05, Series of 2021 to Adopt New Guidelines, Criteria and Rating System for Shortlisting and Technical Evaluation of Bids for Locally-Funded Consulting Services Projects of the Department. The short list shall consist of three (3) prospective consultants who will be entitled to submit bid proposals. The criteria and rating system for short listing are:</p>																	
<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th colspan="2">Shortlisting Criteria -</th><th>Maximum Points -</th></tr></thead><tbody><tr><td style="text-align: center;">I</td><td>Experience of the Firm</td><td style="text-align: center;">60</td></tr><tr><td style="text-align: center;">II</td><td>Availability of Required Personnel of the Firm</td><td style="text-align: center;">10</td></tr><tr><td style="text-align: center;">III</td><td>Workload</td><td style="text-align: center;">30</td></tr><tr><td colspan="2" style="text-align: center;">TOTAL</td><td style="text-align: center;">100 -</td></tr></tbody></table>			Shortlisting Criteria -		Maximum Points -	I	Experience of the Firm	60	II	Availability of Required Personnel of the Firm	10	III	Workload	30	TOTAL		100 -
Shortlisting Criteria -		Maximum Points -															
I	Experience of the Firm	60															
II	Availability of Required Personnel of the Firm	10															
III	Workload	30															
TOTAL		100 -															
<p>6. 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.</p>																	
<p>Bidding is restricted to duly licensed 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.</p>																	
<p>7. The Procuring Entity / BAC shall conduct Evaluation of Consultants' Bids/Proposals using the Quality-Cost Based Evaluation (QCBE): Passing Technical Scores and Quality-Cost Weights procedure. Under D.O. No. 143, series of 2022, the following Minimum or Passing Technical Scores and Weights of Quality and Cost shall be adopted:</p>																	
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Contract ID No.: **24CSI006**

Contract Name: **Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)**

Contract Location: **Leyte**

Request for Expression of Interest
Consulting Services ID No. 24CSI006

Type of Service	Passing Technical Score	Weights		
		Quality (Technical Proposal)	Cost (Financial Proposal)	Total
Feasibility Study ✓	50 points ✓	60%	40%	100% ✓

The criteria and rating system for the evaluation of bids shall be provided in the Instruction to Bidders (ITB).

8. The Department of Public Works and Highways, Regional Office VIII, Government Center, Baras, Palo, Leyte, 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 2016 Revised IRR, without thereby incurring any liability to the affected bidder or bidders/consultants.

9. For further information, please refer to:

The Head, BAC Secretariat

Procurement Staff / BAC Office

DPWH Regional Office VIII

Government Center, Baras, Palo, Leyte

Telephone No. (053) 323-1017/1083

Email Add: mgblt.rita@dpwh.gov.ph

JAY-B-C-TALIB
Chief Administrative Officer
Administrative Division
BAC Chairperson
[Signature]

NOTED:

For the Regional Director

EDGAR B. TABACON, CESO IV
Regional Director

MA. MARGARITA C. JUNGA, D.M.
Assistant Regional Director
[Signature]

Dates of DPWH Web/PHRCS Publication: **October 26, 2024 to November 1, 2024**

CC: **The Public Affairs & Information Office (PAIO)** ✓
DPWH, Regional Office No. 8
Baras, Palo, Leyte

RO8 BACSec

Website: www.dpwh.gov.ph

Tel. No(s): (053) 323-3038



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Contract ID No.: **24CSI006**

Contract Name: Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)

Contract Location: Leyte

Section II. Eligibility Documents

1. Eligibility Criteria

- 1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
 - (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines; or
 - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 1.2. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the **EDS**.
- 1.3. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the conditions stated in the **EDS**.
- 1.4. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

2. Eligibility Requirements

- 2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of

Interest and Clause 5 for purposes of determining eligibility of prospective bidders:

- (a) Class “A” Documents –

Legal Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR, provided, that the winning Consultant shall register with PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
- (ii.1) the name and location of the contract;
 - (ii.2) date of award of the contract;
 - (ii.3) type and brief description of consulting services;
 - (ii.4) consultant’s role (whether main consultant, subconsultant, or partner in a JV)
 - (ii.5) amount of contract;
 - (ii.6) contract duration; and
 - (ii.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (iii) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae.

(b) Class “B” Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder’s country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder’s affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.
- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subconsultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. ____ - ELIGIBILITY DOCUMENTS". These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
 - (c) contain the name of the contract to be bid in capital letters;
 - (d) bear the name and address of the prospective bidder in capital letters;
 - (e) be addressed to the Procuring Entity's BAC specified in the **EDS**;
 - (f) bear the specific identification of this Project indicated in the **EDS**; and
 - (g) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4 Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the **EDS**.

6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause 0 shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of

submission and opening of eligibility documents, the Bidder's name, its representative and the time the eligibility documents were submitted late.

7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as "ELIGIBILITY MODIFICATION" and stamped "received" by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.
- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.
- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of eligibility documents.

8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the **EDS**. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.
- 8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:
- (h) the name of the prospective bidder;
 - (i) whether there is a modification or substitution; and
 - (j) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.
- 8.4. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed" for the particular eligibility requirement concerned. If a prospective bidder is rated "passed" for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "eligible." If a prospective bidder is rated "failed" in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "ineligible." In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

9. Short Listing of Consultants

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.
- 9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.

- 9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

10. Protest Mechanism

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

Contract ID No.: **24CSI006**

Contract Name: Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)

Contract Location: Leyte

Section III. Eligibility Data Sheet

Eligibility Data Sheet

Eligibility Documents	
1.2	Type of Consulting Services: Feasibility Study (F/S)
1.3	"No further instructions"
2.1(a)(ii)	The statement of all ongoing and completed government and private contracts shall include all such contracts prior to the deadline for the submission and receipt of eligibility documents.
2.1(a)(ii.7)	Certificate of completion of completed contracts must be attached.
0	Each prospective bidder shall submit one (1) original and one (1) copy of its eligibility documents.
(e)	Bids and Awards Committee Secretariat, Regional Office 8 – Consulting Services
(f)	<p>24CSI006</p> <p>Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)</p> <p>Contract Location: Leyte</p> <p><u>Scope of Work:</u></p> <p>The Consultant shall provide the necessary professional services for the conduct of the most rational project alignment based on the initial Environmental and Social Impact Assessment (EIA) for the preparation of an Environmental Impact Study (EIS); Gender and Development (GAD) Report; Preliminary Right-of-Way Action Plan (Pre-RAP), including technical and economic aspects to determine the viability of the project.</p> <p>The Consultant's scope of work will cover but not necessarily limited to the items listed in the Terms of Reference (TOR).</p> <p>Duration of Works: 300 Calendar Days</p> <p>ABC: 69,997,770.00</p>
0	<p>The address for submission of eligibility documents is Procurement Office - DPWH Regional Office VIII, Baras, Palo, Leyte.</p> <p>The deadline for submission of Eligibility Documents is on:</p>

	November 5, 2024 until 10:00 A.M.																																
0	<p>The place of opening of eligibility documents is DPWH Multi-Purpose Building, DPWH Regional Office VIII, Baras, Palo, Leyte.</p> <p>The date and time of opening of Eligibility Documents is on:</p> <p>November 5, 2024 @ 10:00 A.M.</p>																																
0	<p>Completed Similar Contracts / Services shall refer to Consulting Services under Highway, Expressway Road Section, Airport Runway/Taxiway/Apron, Underpass, Tollways for Roads, Subway, Mining Tunnel and Subsurface Aqueducts.</p>																																
0	<p style="text-align: center;"><u>CRITERIA FOR SHORTLISTING</u></p> <p><u>1. EXPERIENCE OF THE FIRM – 60 Points</u></p> <p>The score in this criterion shall be based on similar work experience on completed consulting assignments, local or overseas. Projects with the biggest consultancy cost shall be considered in the evaluation (maximum of 10 projects).</p> <p><u>2. AVAILABILITY OF REQUIRED PERSONNEL OF THE FIRM – 10 Points</u></p> <p>The score in this criterion shall be equivalent to the number of PERMANENT TECHNICAL PERSONNEL of the bidders in comparison to the required Technical Personnel of the Terms of Reference (TOR).</p> <table><tr><th>Position</th><th>Number of Personnel</th><th>Weight per Personnel (%)</th><th>Total Weight (%)</th></tr><tr><td>1. Project Manager</td><td>1</td><td>10</td><td>10</td></tr><tr><td>2. Highway Engineer</td><td>1</td><td>8</td><td>8</td></tr><tr><td>3. Traffic Engineer/Modeler</td><td>1</td><td>8</td><td>8</td></tr><tr><td>4. Bridge/Structural Engineer</td><td>1</td><td>8</td><td>8</td></tr><tr><td>5. Tunnel Engineer</td><td>1</td><td>9</td><td>9</td></tr><tr><td>6. Hydrologist/Drainage Engineer</td><td>1</td><td>8</td><td>8</td></tr><tr><td>7. Cost/Specifications/ Quantity Engineer/ Cost Planner</td><td>1</td><td>6</td><td>6</td></tr></table>	Position	Number of Personnel	Weight per Personnel (%)	Total Weight (%)	1. Project Manager	1	10	10	2. Highway Engineer	1	8	8	3. Traffic Engineer/Modeler	1	8	8	4. Bridge/Structural Engineer	1	8	8	5. Tunnel Engineer	1	9	9	6. Hydrologist/Drainage Engineer	1	8	8	7. Cost/Specifications/ Quantity Engineer/ Cost Planner	1	6	6
Position	Number of Personnel	Weight per Personnel (%)	Total Weight (%)																														
1. Project Manager	1	10	10																														
2. Highway Engineer	1	8	8																														
3. Traffic Engineer/Modeler	1	8	8																														
4. Bridge/Structural Engineer	1	8	8																														
5. Tunnel Engineer	1	9	9																														
6. Hydrologist/Drainage Engineer	1	8	8																														
7. Cost/Specifications/ Quantity Engineer/ Cost Planner	1	6	6																														

Contract ID No.: **24CSI006**

Contract Name: Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)

Contract Location: Leyte

	8. Geodetic Engineer	<i>1</i>	<i>8</i>	<i>8</i>
	9. Geotechnical Engineer	<i>1</i>	<i>8</i>	<i>8</i>
	10. Geologist	<i>1</i>	<i>8</i>	<i>8</i>
	11. General Economist	<i>1</i>	<i>7</i>	<i>7</i>
	12. Environmental Specialist	<i>1</i>	<i>6</i>	<i>6</i>
	13. GAD Specialist/ Sociologist	<i>1</i>	<i>6</i>	<i>6</i>
	Total	<i>13</i>	<i>100%</i>	<i>100%</i>
	3. CURRENTLY WORKLOAD RELATIVE TO CAPACITY – 30 Points			
	A. ON-GOING PROJECTS (20 Points)			
	The score in this criterion shall be based on the on-going workload of the bidder. In case of associate, whether in the form of Joint Venture (JV) or Sub-consulting, the total workload shall be the sum of the present workload of each firm.			
	Note: Non-disclosure of on-going contracts shall be sanctioned in accordance to Section 69 of the Revised Implementing Rules and Regulations of Republic ACT 9184.			
	B. FINANCIAL CAPACITY (10 Points)			
	The score in this criterion shall be based on financial capacity of the firm within two (2) years.			
	Passing Score: 60 points			

ELIGIBILITY DOCUMENTS SUBMISSION FORM

[Date]

ATTY. JAY-B L. TALDE

Chief, Administrative Division

BAC Chairperson

DPWH Regional Office VIII

Baras, Palo, Leyte

Dear Sir:

In connection with your Request for Expression of Interest dated *[insert date]* for *[Title of Project]*, *[Name of Consultant]* hereby expresses interest in participating in the eligibility and short listing for said Project and submits the attached eligibility documents in compliance with the Eligibility Documents therefor.

In line with this submission, we certify that:

- a) *[Name of Consultant]* is not blacklisted or barred from bidding by the GoP or any of its agencies, offices, corporations, LGUs, or autonomous regional government, including foreign government/foreign or international financing institution; and
- b) Each of the documents submitted herewith is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

We acknowledge and accept the Procuring Entity's right to inspect and audit all records relating to our submission irrespective of whether we are declared eligible and short listed or not.

We further acknowledge that failure to sign this Eligibility Document Submission Form shall be a ground for our disqualification.

Yours sincerely,

Signature

Name and Title of Authorized Signatory

Name of Consultant

Address

[Procuring Entity]**[Address]****Date:** _____**CHECK LIST OF REQUIRED ELIGIBILITY DOCUMENTS**

DOCUMENT	
Expression of Interest (EOI) and Application for Eligibility	
Class "A" Documents	
Legal Document	
PhilGEPS Certificate of Registration and Membership <i>[Note; This will cover four Class "A" Documents which the consultant must maintain with PhilGEPS: (i) Certificate from SEC/DTI/CDA, (ii) Mayor's/Business Permit, (iii) Tax Clearance, and (iv) Audited Financial Statements]</i>	
Technical Documents	
Statement of Completed Projects	
Statement of On-Going Projects	
Statement of the Consultant specifying its nationality and confirming that those who _____ will actually perform the services are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions.	
Class "B" Document	
Joint Venture Agreement (JVA) or statement from all potential joint venture partners that they will enter into and abide by the provisions of the JVA in case the bid is successful.	

Section V

ELIGIBILITY SCREENING FORMS

EXPRESSION OF INTEREST (EOI)

[Insert Letterhead of Bidder]

[Date]

ATTY. JAY-B L. TALDE

Chief, Administrative Division
BAC Chairperson
DPWH Regional Office VIII
Baras, Palo, Leyte

Dear Sir:

In response to your Request for Expression of Interest (REOI) for the *[insert Project Name]* which was advertised/posted at the *[Name of newspaper and/or websites of DPWH and PhilGEPS]* on *[insert date]*, we hereby submit this Expression of Interest (EOI) to participate in the said bidding.

We likewise submit the attached required Eligibility Documents for the Project.

If found eligible and subsequently shortlisted for the Project by your Bids and Awards Committee, we commit to submit a bid for the Project.

Very truly yours,

(Name of the Consultant's representative)

(Designation)

(Name of Bidder)

Received by the BAC Secretariat:

[Name and designation of receiving official]

Date: _____

Contract ID No.: **24CSI006**

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Contract Location: Leyte

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Republic of the Philippines
Department of Public Works and Highways
Baras, Palo, Leyte

Form No.: CSU-PQ-2

Form Title: **Checklist of Eligibility Requirements for Consulting Services**

Bidder/Consultant: _____

CHAIRPERSON: JAY-B. L. TALDE
VICE CHAIRPERSON: AGNES M. BARONDA
Regular Member: ATTY. SHARILEE ANGELA A. GASPAY-MAURO
Provisional Member: ALEX S. DAGALEA
Prov'l. Member: Impl. Office/End User: NOEL G. NADERA

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INITIAL

Remarks: ☐

Complying/ Passed ☐

Non-Complying / Failed

Note:

1. Eligibility Documents shall be book bounded and contents of which must be all numbered/paginated consecutively in the right-hand top margin and signed below page number by the duly authorized representative, pursuant to D.O. No. 90, Series of 2002;
2. Checklist of Eligibility Requirements shall be included as 1st page of the book bounding with ear-tabbing labeled for each checklist; and
3. Any missing, incomplete or patently insufficient document in the above-mentioned checklist is a ground for outright rejection

The Eligibility Envelope shall contain the following:

Expression of Interest (EOI) and Application for Eligibility

CLASS "A" DOCUMENTS

LEGAL DOCUMENTS

PhilGEPS Certificate of Registration and Membership

DTI or SEC Registration, or any proof of such registration as stated in the Bidding Documents.

Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located.

Tax Clearance

Audited Financial Statements

TECHNICAL DOCUMENTS

Statement of Completed Projects. (DPWH-CONSL-06(TPF2A)-2016)

Statement of On-Going Projects. (DPWH-CONSL-07(TPF2B)-2016)

Statement of the Consultant specifying its nationality and confirming that those who will actually perform the services are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions. (Statement on Principals and Key Staff) (CSU-PQ-2.e)

CLASS "B" DOCUMENTS

Joint Venture Agreement (JVA) or statement from all potential joint venture partners that they will enter into and abide by the provisions of the JVA in case the bid is successful. (CSU-PQ-2.d-4)

TECHNICAL ASPECTS: EXPERIENCE ON COMPLETED PROJECTS, GOVERNMENT AND PRIVATE

NAME OF CONSULTANT: _____
AS OF: _____

[illegible]

Attachments:

1. Certificate of Completion
2. Notice of Award
3. Joint Venture or Association Agreement

Project Category:

1. Roads
2. Bridges / Viaducts
3. Flood Control
4. Water Supply
5. Buildings
6. Ports
7. Airports
8. Interchanges
9. Shore Protection
10. Others – Please

Type of Consulting Services

1. Advisory and Review Services
2. Pre-Investment of Feasibility Studies
3. Design
4. Construction Supervision
5. Management and Related Services
6. Others – Please Indicate

Name and Signature of the Consultant's Representative

DPWH-CONSL-06(TPF2A)-2016

Contract ID No.: **24CSI006**

Contract Name: Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)

Contract Location: Leyte



Republic of the Philippines
Department of Public Works and Highways
Baras, Palo, Leyte

Form No.: **CSU-PQ-2.e**

Form Title: **Statement on Principals and Key Staff for Consulting Services Involving Regulated Professions**

Date of Issuance

ATTY. JAY-B L. TALDE

Chief, Administrative Division

BAC Chairperson

DPWH Regional Office VIII

Baras, Palo, Leyte

Dear Sir:

In compliance with the requirement of the (Name of the Procuring Entity) BAC for the Bidding of the (Name of the Project), we certify that all of the owner/principals/partners and key staff of (Name of the Bidder) possess the required professional licensed issued by the Professional Regulation Commission or other appropriate regulatory body.

Name and Title	Degree	Years with Firm	Age
1.			
2.			
3.			
4.			
5.			
.			
n.			

Attached are their bio-data

Very truly yours,

Name of Authorized Representative

Position

Name of Consultant

If the prospective bidder is juridical entity, one of the Class "A" technical documents required for eligibility is its statement of the kinds and number of its ownership and key staff, partners or principal officers, as the case may be, as well their respective curriculum vitae (IRR-A 24.7.1.1.h.1) and when the types and fields of consulting services in which the bidder wishes to engage involve professions regulated by the laws of the Philippines, the owner and key staff and all the partners of the professional partnership firm, as the case may be, and those who will actually perform the service, are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions (IRR-A 24.7.1.1.h.2).

Contract ID No.: **24CSI006**

Contract Name: Consultancy Services for the Conduct of Feasibility Study for Tunneling of Tacloban Bypass Road Extension, Tacloban City, Leyte (Tacloban – Babatngon)

Contract Location: Leyte



Republic of the Philippines
Department of Public Works and Highways
Baras, Palo, Leyte

Form No.: CSU-PQ.2.d.4

Form Title: Joint Venture or Association Agreement

KNOW ALL MEN BY THESE PRESENTS:

That this JOINT VENTURE AGREEMENT exclusively for the abovementioned Contract is entered into by and between:

[insert name and address of Consultant A], represented herein by its [insert name and position of representative authorized under attached Resolution of _____]

-and-

[insert name and address of Consultant B], represented herein by its [insert name and position of representative authorized under attached Resolution of _____];

That the Parties hereby enter into his Joint Venture Agreement for the abovementioned Contract of the *[insert Name of the Procuring Entity]*, by joining together their resources, equipment, and other facilities and services needed to participate in the Eligibility Screening, Bidding and Undertaking of the said Contract;

That the nationalities and shares of each Party to this Agreement is as follows:

	<u>Nationality</u>	<u>Share</u>
Consultant A	<i>[insert nationality]</i>	<i>[insert %]</i>
Consultant B	<i>[insert nationality]</i>	<i>[insert %]</i>

That the Parties agree that *[insert name]* and/or *[insert name]* shall be the official Authorized Representative of the Joint Venture, and is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the bidding for the abovementioned Contract as fully and effectively as the Joint Venture may do and if personally present with full power of substitution and revocation; and

That this Joint Venture Agreement shall remain in effect only for the above stated Contract until terminated by both Parties;

Done this ____ day of _____, in the year of our Lord _____.

Authorized Representative

Authorized Representative

Firm A

Firm B

