



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**CAGAYAN THIRD**  
**DISTRICT ENGINEERING OFFICE**  
REGION II  
Tuguegarao City, Cagayan

## REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR

The **DPWH-CAGAYAN THIRD DISTRICT ENGINEERING OFFICE**, through the **GENERAL APPROPRIATIONS ACT (GAA) 2024** intends to apply the sum of **P1,000,000.00** being the Approved Budget for the Contract (ABC) to payments under the contract for **24CSBD01 – CONSULTING SERVICES FOR THE CONDUCT OF PRE-FEASIBILITY STUDY OF IGUIG – PEÑABLANCA DIVERSION ROAD, CAGAYAN**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

1. Bids received in excess of the ABC shall be automatically rejected at the opening of Financial Proposals
2. The **DPWH-CAGAYAN THIRD DISTRICT ENGINEERING OFFICE** now calls for the submission of eligibility documents for **24CSBD01 – CONSULTING SERVICES FOR THE CONDUCT OF PRE-FEASIBILITY STUDY OF IGUIG – PEÑABLANCA DIVERSION ROAD, CAGAYAN**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **April 26, 2024 (9:00 P.M)** at **DPWH-CAGAYAN THIRD DISTRICT ENGINEERING OFFICE, OFFICE OF THE BAC-CHAIRMAN/BAC SECRETARIAT**. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested Consultants may obtain further information from **OFFICE OF THE BAC - SECRETARIAT** and inspect the Bidding Documents at the address given below during **MONDAYS – FRIDAYS (8:00 AM TO 5:00 PM)**.
4. A complete set of Bidding Documents may be acquired by interested Bidders on **April 26, 2024 to May 9, 2024** from the address below **DPWH-CAGAYAN THIRD DISTRICT ENGINEERING OFFICE** in the amount of **P1,000.00**. 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, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
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 Implementing Rules and Regulations (IRR). The short list shall consist of **at Least Three (3)** prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

**Quality Based Evaluation/Selection (QBE/QBS), Quality-Cost Based Evaluation/Selection (QCBE/QCBS), Fixed Budget Selection, or Least-Cost Selection**

# CRITERIA AND RATING SYSTEM FOR SHORT LISTING

## ANNEX A

### DETAILED CRITERIA AND RATING SYSTEM FOR SHORTLISTING OF ELIGIBLE BIDDERS

#### I. EXPERIENCE OF THE FIRM (50 Points)

The score for this criterion shall be based on the Single Largest Completed Similar Consulting Services Contract (SLCSCSC) of the bidder or SLCSCSC of any permanent technical personnel of the bidder, local or overseas, similar (Services and Infrastructure) to the services to be procured:

$$\text{Score } I = [(0.80CF_1 + 0.20CF_2)]50$$

where:

- CF<sub>1</sub>** - Cost Factor 1 is the ratio of the bidder's SLCSCSC (undertaken only by the bidder) relative to the Approved/Estimated Budget for the Contract (A/EBC)
- $\frac{\text{Cost}_{\text{slcscsc}}}{\text{Cost}_{\text{a/ebc}}}$
- CF<sub>2</sub>** - Cost Factor 2 is the ratio of the bidder's SLCSCSC (undertaken only by the bidder) relative to the Highest Contract Cost of Similar Services undertaken by the Implementing Unit
- $\frac{\text{Cost}_{\text{slcscsc}}}{\text{Cost}_{\text{iu}}}$
- Cost<sub>slcscsc</sub>** - Single Largest Completed Similar Consulting Services Contract (SLCSCSC) of the bidder or SLCSCSC of any permanent technical personnel of the bidder similar (Services and Infrastructure) to the services to be procured.
- Cost<sub>iu</sub>** - Largest Contract Cost of similar consulting services including awarded but not yet started, procured by the Implementing Unit (IU). Also known as the experience of IU.
- Cost<sub>a/ebc</sub>** - Approved/Estimated Budget for the Contract of the Consulting Service being procured.

Note:

1. If the bidder or its permanent technical personnel has not completed any similar contract, it shall be disqualified.
2. The value of Cost Factors shall not exceed 1.00.
3. In case of association, whether in the form of Joint Venture (JV) or Sub-consulting, the percent share of each bidders will only be considered in the computation of Cost<sub>slcscsc</sub>.
4. If the IU has no similar consulting services contract the value of Cost Factor 2 shall be equal to one (CF<sub>2</sub>=1.00).
5. In the evaluation of the applicable experience of the bidders, the procuring entity shall observe the additional guidelines attached in Appendix 1 - Completed Similar Services to be considered and Appendix 2 - Completed Similar Infrastructure Projects to be considered.

## II. AVAILABILITY OF REQUIRED PERSONNEL OF THE FIRM (20 Points)

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), using the following criterion:

$$\text{Score II} = [0.60 + PF * 0.40] 20$$

**PF** - Personnel Factor, Ratio of Number of Permanent Technical Personnel to the Number of Required personnel of the TOR

$$- \frac{N_p}{N_T}$$

**N<sub>p</sub>** - Number of Permanent Technical Personnel of the bidders

**N<sub>T</sub>** - Number of required Technical Personnel as indicated in the TOR

NOTE:

1. Permanent Technical personnel refers to the regular employees of the bidders and do not have a predetermined end date of employment.
2. The value of the ratio ( $N_p/N_T$ ) shall not exceed one (1). The maximum allowable points for this criterion shall not exceed twenty (20) points.
3. In case of JV, the total number of permanent technical personnel shall be the sum of the permanent technical personnel of each firm comprising the JV.

## III. WORKLOAD (30 Points)

The score in this criterion shall be based on the present 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 comprising the associate:

No. of On-Going Contracts, Government and Private	Rating
None	100%
1-5	90%
6-10	80%
>10	70%

$$\text{Score III} = (\% \text{ Rating}) 30$$

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

$$\text{TOTAL SCORE} = \text{Score I} + \text{Score II} + \text{Score III}$$

**Passing Score = 80 Points**

Approved By: **RAYNALDO T. ARUGAY**  
Chief, Construction Section  
BAC-Chairman

## ANNEX B

### DETAILED CRITERIA AND RATING SYSTEM FOR TECHNICAL EVALUATION OF BIDS

#### I. EXPERIENCE OF THE FIRM (10 Points)

The score for this criterion shall be based on the Single Largest Completed Similar Consulting Services Contract (SLCSCSC) of the bidder or SLCSCSC of any permanent technical personnel of the bidder, local or overseas, similar (Services and Infrastructure) to the services to be procured:

$$\text{Score I} = [(0.80CF_1 + 0.20CF_2)]10$$

where:

- CF<sub>1</sub>** - Cost Factor 1 is the ratio of the bidder's SLCSCSC (undertaken only by the bidder) relative to the Approved/Estimated Budget for the Contract (A/EBC)
- $\frac{\text{Cost}_{\text{slcscsc}}}{\text{Cost}_{\text{a/ebc}}}$
- CF<sub>2</sub>** - Cost Factor 2 is the ratio of the bidder's SLCSCSC (undertaken only by the bidder) relative to the Highest Contract Cost of Similar Services undertaken by the Implementing Unit
- $\frac{\text{Cost}_{\text{slcscsc}}}{\text{Cost}_{\text{iu}}}$
- Cost<sub>slcscsc</sub>** - Single Largest Completed Similar Consulting Services Contract (SLCSCSC) of the bidder or SLCSCSC of any permanent technical personnel of the bidder similar (Services and Infrastructure) to the services to be procured.
- Cost<sub>iu</sub>** - Largest Contract Cost of similar consulting services including awarded but not yet started, procured by the Implementing Unit (IU). Also known as the experience of IU.
- Cost<sub>a/ebc</sub>** - Approved/Estimated Budget for the Contract of the Consulting Service being procured.

Note:

1. If the value of Cost Factors shall exceed 1.00
2. In case of association, whether in the form of Joint Venture (JV) or Sub-consulting, the percent share of each bidders will only be considered in the computation of  $\text{Cost}_{\text{slcscsc}}$ .
3. If the IU has no similar consulting services contract the value of Cost Factor 2 shall be equal to one ( $CF_2=1.00$ ).
4. In the evaluation of the applicable experience of the bidders, the procuring entity shall observe the additional guidelines attached in Appendix 1 - Completed Similar Services to be considered and Appendix 2 - Completed Similar Infrastructure Projects to be considered.

#### II. QUALIFICATION OF PROPOSED KEY PERSONNEL (80 Points)

The IU shall assign weights (%) to all required key personnel that will reflect the relative importance of their responsibilities and inputs in the consulting services contract to be procured. The assigned weights shall be the same on the weights indicated on the Bid Data Sheet (BDS).

The respective weight percentage of the personnel are the following:

Position	No. of Personnel	Maximum Points per Personnel	Weight (%) per Personnel	Weight TOTAL
Key Personnel No. 1 (Team Leader)				
Key Personnel No. 2				
Key Personnel No. 3				
Key Personnel No. 4				
Key Personnel No. n				
<b>TOTAL</b>	$\Sigma N$			<b>100%</b>

$\Sigma N$  = Total Number of Key Personnel

The score for this criteria shall be computed as follows:

#### A. Education, Training and Publication (30 Points)

The educational qualification of the personnel shall be rated as follows:

- Allow 80% rating if the personnel has the **relevant** Bachelor's degree
- Allow additional 10% rating for **relevant** Master's degree
- Allow additional 5% rating for **Doctoral** degree
- Allow additional 1% rating for every 40 aggregate hours of relevant technical **Academic Technical** publication (maximum of 5 publications) or every three (3) units of post – graduate studies

The key personnel must have the following minimum educational attainment;

KEY STAFF	PROFESSIONAL QUALIFICATION
Key Personnel No. 1 (Team Leader)	The same requirements indicated in the Terms of Reference (TOR) and in the Bidding Documents
Key Personnel No. 2	
Key Personnel No. 3	
Key Personnel No. 4	
Key Personnel No. n	

**Individual Score II.A = Rating x 30 x (Assigned Weight per Personnel)**

**Score II.A =  $\Sigma$  Individual Score II. A**

#### B. Similar Experience of Key Personnel (50 Points)

The experience for this criteria shall be based on similar consulting services (**similar services** and **similar infrastructure**), contracts local or overseas, occupying the **same position** as proposed or higher as shown below:

**Table 1. Similar Position, Similar Consulting Services, and Similar Infrastructure Projects to be considered in the Evaluation of the Experience of Key Personnel**

Position		Years of Experience, $Y_{max}, Y_{min}$	Similar Experience
P1	Key Personnel No. 1 (Team Leader)	Max of XX; Min of XX	<p><b>Similar Consulting Services</b></p> <p>As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)</p> <p><b>Similar Infrastructure</b></p>

			As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)
P2	Key Personnel No. 2 (Deputy Team Leader or Equivalent)	Max of XX; Min of XX	<b>Similar Consulting Services</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)  <b>Similar Infrastructure</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)
P2	Key Personnel No. 3	Max of XX; Min of XX	<b>Similar Consulting Services</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)  <b>Similar Infrastructure</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)
P2	Key Personnel No. 4	Max of XX; Min of XX	<b>Similar Consulting Services</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)  <b>Similar Infrastructure</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)
P2	Key Personnel No. n	Max of XX; Min of XX	<b>Similar Consulting Services</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)  <b>Similar Infrastructure</b>  As Indicated in the Terms of Reference (TOR) and the Bidding Documents (BDs)

**Individual Score B =**

$$0.80 + \left[ \frac{Y - Y_{\min}}{Y_{\max} - Y_{\min}} \right]$$

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184.  
  
(i) 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.
7. The Procuring Entity shall evaluate bids using the **Quality-Cost Based Evaluation/Selection (QCBE/QCBS)**: The Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals]. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
8. The contract shall be completed within **THIRTY (30) CALENDAR DAYS**.
9. The **DPWH-CTDEO HEAD OF THE PROCURING ENTITY** 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.
10. For further information, please refer to:

**JAYLORD A. DE ASIS**

*Engineer II*

*Head Procurement Unit*

*DPWH-DTDEO*

*844-9384*

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**RAYNALDO T. ARUGAY**

Chief, Construction Section

BAC-Chairman