



Republic of the Philippines  
Department of Science and Technology  
**Philippine Science High School – Central Visayas Campus**  
Talaytay, Argao, Cebu  
**Office of the Bids and Awards Committee**

**Request for Expression of Interest for the**

**DESIGN AND CONSULTANCY SERVICES FOR THE CONSTRUCTION  
OF SCHOOL CANTEEN – ANNEX BUILDING**

1. The Philippine Science High School – Central Visayas Campus (PSHS-CVisC), through the General Appropriations Act, intends to apply the amount of *two hundred fifty thousand Pesos (php250,000.00)*, being the Approved Budget for the Contract (ABC), to payments under the contract for the ***Design and Consultancy Services for the Construction of School Canteen – Annex Building***. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The PSHS-CVisC shall adopt a two-stage process of selection of winning bidder: First Stage – Short listing of eligible bidders and Second Stage – Submission and evaluation of Technical and Financial Proposals of shortlisted bidders.
3. The PSHS-CVisC now calls for the submission of eligibility documents for the ***Design and Consultancy Services for the Construction of School Canteen – Annex Building***. Interested consultants must acquire the *Eligibility Documents* after payment of a non-refundable amount of *five hundred pesos (php500.00)*. It may also be downloaded at the PhilGEPS and PSHS-CVisC website, provided the interested bidders shall pay the non-refundable fee not later than the date of submission of bids. Only shortlisted bidders will be allowed to purchase Bidding Documents for the Second Stage upon payment of a non-refundable amount of **five hundred pesos (php500.00)** for the bidding documents.
4. Interested bidders should submit their eligibility documents on or before **February 20, 2017, 11:00am** at the **Admin. Bldg., Philippine Science High School – Central Visayas Campus, Talaytay, Argao, Cebu**. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
5. The BAC shall draw up the short list of consultants from those who have submitted eligibility documents and Expression of Interest and have been determined as eligible in accordance with the provisions of Republic Act (RA) No. 9184, otherwise known as the “Government Procurement Reform Act”, and its 2016 Revised Implementing Rules and Regulations (RIRR).
6. The short list shall consist of five (5) bidders who meet the minimum score. The criteria and rating system for short listing are:
  - 1) Applicable experience of the firm - 50%
  - 2) Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking - 30%
  - 3) Current workload relative to capacity - 20%



"Applicable Experience" pertains to the Bidder and associates in case of joint ventures, considering both the overall experiences of the firm and the individual experiences of the principal and key staff including the times when employed by other Consultants;

"Qualification of Personnel" pertains to the personnel who may be assigned to the job vis-à-vis extent and complexity of undertaking;

"Current Workload" means the absorptive capacity of the Applicant to do additional works other than those currently undertaken.

The "Rating" multiplied by their respective "Weights" gives the weighted "Scores". These are added to determine the total points for the Bidder. The Bidders shall then be ranked according to their "Total Points" and the top five (5) shall be considered as the short list and qualify them to bid for the contemplated contract. However, bidders must obtain a minimum weighted score of Seventy (70) Points to qualify for short listing. Further, should only one (1) or less than the required number will apply eligibility and short listing and the same pass eligibility, and/or pass the minimum score of 70% , the same shall be considered for short listing.

7. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criteria as specified in the RIRR of RA 9184.
8. Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the RIRR of RA 9184.
9. The PSHS-CVisC BAC shall evaluate bids using the **Quality-Cost Based Evaluation (QCBE)** procedure. The **Technical** and **Financial** Proposals shall be given the weight of **80%** and **20%**, respectively. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
10. The contract shall be completed within **seventy five (75) calendar days** from the date of receipt of the Notice to Proceed.
11. The PSHS-CVisC 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 bidder or bidders.
12. For further information please refer to:

**PAUL ISAAC O. DIZON**

Head, BAC Secretariat

PSHS-CVisC BAC Office


Talaytay, Argao, Cebu

Tel.#: (032)513-6258

Fax#: (032)485-8920

E-mail: [bacsecretariat.cvisc@gmail.com](mailto:bacsecretariat.cvisc@gmail.com)

Website: [cvisc.pshs.edu.ph](http://cvisc.pshs.edu.ph)

  
**ARLENE ZAHOY-AGOSTO**  
Chairman  
Bids and Awards Committee