



Request for Expression of Interest

CONSULTING SERVICES FOR THE DETAILED ARCHITECTURAL AND ENGINEERING DESIGN FOR THE PROPOSED CONSTRUCTION OF THE OFFICE OF THE REGISTRAR/ COMMUNAL CLASSROOM BUILDINGS FOR THE UNIVERSITY OF THE PHILIPPINES LOS BAÑOS (UPLB)

Bid Reference No: GPG-B1-2018-360
Approved Budget for the Contract: ₱ 4,538,413.01

1. The **Philippine International Trading Corporation (PITC)** and the **University of the Philippines Los Baños (UPLB)** intend to apply the sum of PESOS: Four Million Five Hundred Thirty Eight Thousand Four Hundred Thirteen & 01/100 (₱ 4,538,413.01) being the Approved Budget for the Contract (ABC) to payments under the contract for *Consulting Services for the Detailed Architectural and Engineering Design for the proposed Construction of the Office of the Registrar/ Communal Classroom Buildings for the University of the Philippines Los Baños (UPLB)*. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

Description	TOTAL ABC (₱) (VAT Inclusive)	Funding Source	Bid Security* in any of the following forms:	Cost/Price of Bid Documents (cash payment only) (₱)
<i>Consulting Services for the Detailed Architectural and Engineering Design for the proposed Construction of the Office of the Registrar/ Communal Classroom Buildings for the University of the Philippines Los Baños (UPLB)</i>	4,538,413.01	PITC Acknowledgment Letter Ref No. TL-2017-059 dated November 20, 2017	<ul style="list-style-type: none"> • Bid Securing Declaration • Cash or Cashier's/ Manager's Check* equivalent to at least 2% of the ABC • Bank Guarantee/ Bank Draft or Irrevocable Letter of Credit to at least 2% of the ABC* • Surety bond callable upon demand to at least 5% of the ABC** 	4,500.00

*Must be issued by a Local Universal or Local Commercial Bank.

**Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond.

2. PITC and UPLB now calls for the Submission of Expression of Interest and Eligibility Documents for the Consulting Services for the Detailed Architectural and Engineering Design for the proposed Construction of the Office of the Registrar/ Communal Classroom Buildings for the University of the Philippines Los Baños (UPLB). Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
3. Bidding is restricted to Filipino citizen/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
4. Prospective bidders must have completed within the last five (5) years a contract of similar nature.

"Similar nature" shall mean **Detailed Architectural Engineering and Design**.

5. Bidding activities timelines are scheduled as follows:

ACTIVITIES	TIME	VENUE
1. Sale and Issuance of Bidding Documents	starting 30 August 2018 (Thursday)	5/F NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
2. Preliminary Conference	06 September 2018 Thursday 2:00 PM	5/F Conference Room, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
3. Submission of Expression of Interest and Eligibility Documents and Opening of Eligibility Documents	26 September 2018 Wednesday 2:00 PM	5/F Conference Room, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City

6. A complete set of Bidding Documents may be acquired by interested bidders during office hours (8:00 AM - 4:00 PM) but not later than 4:00 PM starting 30 August 2018 upon payment of a nonrefundable fee of ₱ 4,500.00. The Bidding Documents shall be received personally by the prospective Bidder or his duly authorized representative upon presentation of proper identification document.

It may be also downloaded free of charge from the website of the PhilGEPS and the PITC website, PROVIDED that bidders shall pay the applicable fee for the Bidding Documents not later than the Submission of Technical and Financial Documents. For the Preliminary Conference bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bid requirements and will prepare the documents for the bidder.

7. Interested bidders may obtain further information regarding the Bidding Documents from the BAC I Secretariat c/o Ms. Ana DG. Asprec at the **5/F NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City** during office hours (8:00 AM - 4:00 PM) but not later than 4:00 PM starting **30 August 2018** at tel. no. 818-9801 loc. 308. However, any queries relative to the Bidding Documents and the project requirements can only be made by the bidders not later than ten (10) calendar days prior to the Submission and Opening of Technical and Financial Bids.

8. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest and 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). Only the maximum of top **three (3) firms with a rating of at least seventy (70) points** will be invited to submit their technical and financial proposal. Details of the rating scheme for shortlisting shall be as follows:

Criteria		Score	%	%	Pts.
A.	Applicable experience of the consultant				40
	I. Firms Qualification			70	
1.1	Must be operational for at least fifteen (15) years		30		
	Above 17 years	100			
	15 - 17 years	85			
	Below 15 years	0			
1.2	Must have five (5) years of Consulting experience in A & E design		30		
	Above 7 years	100			
	5 - 7 years	85			
	Below 5 years	0			

1.3	Must have previously handled/managed at least one (1) project involving Detailed Architectural and Engineering Design or Fit Out Design of a Building		40		
	Above 3 projects	100			
	1 - 3 projects	85			
	No project	0			
II. Work Experience				30	
2.1	Single largest project of similar nature from 2012 to 2017 (completed)		50		
	More than 100% of the ABC	100			
	100% of the ABC	85			
	Below 100 % of the ABC	0			
2.2	Total value of projects of similar nature from 2012 to 2017 (completed)		50		
	More than 100% of the ABC	100			
	100% of the ABC	85			
	Below 100 % of the ABC	0			
B. Personnel Complement					30
Qualification of Personnel to be Assigned (A & E Design)				30	
1. Principal Architect/Designer				5	
a)	Education		60		
	Licensed Architect with Masters Degree in Architecture	100			
	Licensed Architect	85			
	Bachelor's Degree	0			
b)	At least ten (10) years of experience in Architectural and Engineering Design		40		
	Above 12 years	100			
	10 years to 12 years	85			
	Below 10 years	0			
2. Project Manager / Coordinator				5	
a)	Education		60		
	Licensed Architect with Masters Degree in Architecture	100			
	Licensed Architect	85			
	Bachelor's Degree	0			
b)	At least five (5) years of experience in work programming of Architectural and Engineering and Design		40		
	Above 7 years	100			
	5 years to 7 years	85			
	Below 5 years	0			
3. Civil Works and Structural Engineer				4	
a)	Education		60		
	Licensed Civil Engineer with PhD Degree in Civil or Structural or Earthquake Engineering	100			
	Licensed Civil Engineer with MS Degree in Civil or Structural or Earthquake Engineering	85			
	Bachelor's Degree	0			
b)	At least five (5) years of experience in structural and civil works design		40		
	Above 7 years	100			
	5 to 7 years	85			
	Below 5 years	0			

4. Professional Electrical Engineer					4	
a)	Education			60		
		Professional Electrical Engineer with Masters Degree	100			
		Professional Electrical Engineer	85			
		Bachelor's Degree	0			
b)	At least five (5) years of experience in Electrical Design involving the design of electrical, security and fire alarm system requirements			40		
		Above 7 years	100			
		5 to 7 years	85			
		Below 10 years	0			
5. Communications Engineer					4	
a)	Education			60		
		Registered Communications Engineer (ECE) or Electronics Engineer with Masters Degree	100			
		Registered Communications Engineer (ECE) or Electronics Engineer	85			
		Bachelor's Degree	0			
b)	At least five (5) years of experience in Electronics and Communications Engineering Design involving acoustic design, design of ICT, security and fire alarm system requirements			20		
		Above 7 years	100			
		5 years to 7 years	85			
		Below 5 years	0			
c)	With proven experience in design of structured cabling for big data management and controlled environment			20		
		Involved with more than 4 designs	100			
		Involved with more than 2-4 designs	85			
		Involved with less than 2 designs	0			
6. Professional Mechanical Engineer					4	
a)	Education			60		
		Registered Professional Mechanical Engineer with Masters Degree	100			
		Registered Professional Mechanical Engineer	85			
		Bachelor's Degree	0			
b)	At least five (5) years of experience in Mechanical Design and Supervision involving design of mechanical systems			40		
		Above 7 years	100			
		5 to 7 years	85			
		Below 5 years	0			
7. Sanitary Engineer					4	
a)	Education			60		
		Licensed Sanitary Engineer with Masters Degree	100			
		Licensed Sanitary Engineer	85			
		Bachelor's Degree	0			
b)	At least five (5) years of experience in Sanitary Design of building			40		
		Above 7 years	100			
		5 to 7 years	85			
		Below 10 years	0			
C. Current Workload						30
C.1	Net Financial Contracting Capacity			100		
		If NFCC is over 150% of the ABC	100			
		If NFCC is 100-150% of the ABC	85			
		If NFCC is below 100% of the ABC	0			
	TOTAL SCORE					100
	PASSING SCORE					70

9. A notice of Eligibility and Shortlisting indicating therein the schedule for the submission of Technical and Financial Documents shall be issued.
10. Technical Documents of shortlisted bidders shall be evaluated based on the Quality Based Evaluation/Selection (QBE/S) using the following formula:

Plan of Approach and Methodology	Points
1. Understanding of Objectives	10
2. Quality of Methodology	15
3. Innovativeness	15
4. Work Programme	30
5. Proposal Presentation	30
TOTAL	100

11. Proposals shall be evaluated using the Quality Based Evaluation/Selection (QBE/S). The Consultant achieving the Highest Technical Score has its Financial Proposal opened and provided that it is within the ABC or cost estimate is invited to negotiate a contract.
12. The project must be completed within One Hundred Sixty (160) Calendar Days after receipt of the Notice to Proceed, inclusive of mobilization Period.
13. PITC reserves the right to accept or 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.

(Sgd) PITC Bids & Awards Committee I

*Posting of Invitation to Bid and Bidding Documents on 30 August 2018
@ PhilGEPS and PITC Bulletin Board*