

BIDDING DOCUMENTS

CONSULTANCY SERVICES FOR THE PRELIMINARY AND DETAILED ENGINEERING (PDE) FOR SCHOOL BUILDING SUBSURFACE SOIL EXPLORATION WORKS

**DEPARTMENT OF EDUCATION (DepEd)
DIVISION OF SILAY CITY**

PART 1

BEFF2018SOILTESTING

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CHECKLIST OF ELIBILITY REQUIREMENTS

I. Class “A” Documents –

1. Eligibility Documents Submission Form attached notarized authority **(Use Annex A)**

Legal Documents

2. PhilGEPS Certificate of Registration and Membership (Platinum)

Technical Documents

3. Statement of the Consultant’s Nationality **(Use Annex B)**
4. Curriculum Vitae for the Proposed Professional Staff **(Use Annex C)**
5. Statement of Completed Contracts **(Use Annex D)**
6. Consultant’s Project References **(Use Annex D.1)**
7. Certificate of Good Standing and Satisfactory Completion or equivalent document
8. Statement of Ongoing and Awarded But Not Yet Started Contracts **(Use Annex E)**

II. Class “B” Document –

9. 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 **(Use Annex F).**

Brief Project Description

The main objective of this project is to conduct a subsurface soil exploration of the proposed project sites allotted for region/division under the Basic Educational Facilities Fund (BEFF). The specific projects will require the services of the Geotechnical Engineer on record that will conduct detailed subsurface soil exploration of subject school building sites as identified by DepEd Regional/Division offices.

The purpose of subsurface soil exploration is to determine the basic properties of soil which affect the design and safety of structures i.e., compressibility, strength and hydrological conditions. It also determines the extent and properties of the material to be used for construction and the condition of groundwater. The aim of subsurface soil exploration is to provide data which will help in the selection of proper types of foundation, its location and design of foundations.

**SECTION I. REQUEST FOR
EXPRESSION OF INTEREST**

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REGION VI- WESTERN VISAYAS
DIVISION OF SILAY CITY
CITY OF SILAY

**REQUEST FOR EXPRESSION OF INTEREST
FOR
CONSULTANCY SERVICES FOR THE PRELIMINARY AND DETAILED
ENGINEERING (PDE) FOR SCHOOL BUILDINGS SUBSURFACE SOIL
EXPLORATION WORKS**

The Department of Education, Division of Silay City, through the Basic Educational Facilities Fund (BEFF) 2018 intends to apply the sum of One Million Three Hundred Fifty Thousand Pesos (PHP 1,350,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the **CONSULTANCY SERVICES FOR THE PRELIMINARY AND DETAILED ENGINEERING (PDE) FOR SCHOOL BUILDINGS SUBSURFACE SOIL EXPLORATION WORKS** /. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

The Department of Education, Division of Silay City now calls for the submission of eligibility documents for the **CONSULTANCY SERVICES FOR THE PRELIMINARY AND DETAILED ENGINEERING (PDE) FOR SCHOOL BUILDINGS SUBSURFACE SOIL EXPLORATION WORKS**.

| Lot No. | Qty | Item / Description | Approved Budget for the contract |
|---------|-----|---|----------------------------------|
| 1 | Lot | <i>Supplying of Labor and Materials for Soil Exploration Works at La Purisima ES, Hinicayan ES, Lantad ES, Patag ES, Silay North ES, DADDJIS IS, Guimbala-on ES, Lantawan IS, Mambulac ES</i> | Php 1,350,000.00 |

A complete set of Bidding Documents may be acquired by interested Bidders on November 16, 2018 during office hours from 8:00 AM to 5:00 PM from the address below *and upon payment of the applicable fee for the Bidding Documents in the amount of Five Thousand Pesos (Php 5,000.00) only.*

The BAC shall hold a Preliminary Meeting/ Conference to discuss the terms and conditions under the REI on November 20, 2018 at 9:00 a.m. Interested consultants must submit their eligibility documents on or before Nov. 23, 2018 at 9:00 a.m. at 2nd Floor Division Conference Hall, Division of Silay City. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.

The BAC shall draw up the short list of consultants from those who have submitted eligibility documents/Expression of Interest 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 five (5)¹ prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

- a. Applicable experience of the consultant and members in case of joint ventures, considering both overall experiences of the company or the individual experiences of the principal and key staff; [40%];
- b. Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking; [40%]; and
- c. Current workload relative to capacity [20%].

Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

The Procuring Entity shall evaluate bids using the *Quality Cost Based Evaluation/Selection (QCBE/QCBS)* procedure (**Technical: 70% and Financial: 30%**). The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

The contract duration for Undertaking the Subsurface Soil Exploration Activities shall be *four months(4)* and the consultants shall commence work after the receipt of Notice to Proceed(NTP).

The *DepEd, Division of Silay City* 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.

For further information, please refer to:

ROMMEL C. FUENTES
BAC Secretariat
DEPARTMENT OF EDUCATION
2nd Floor Building
Division of Silay City
Rizal St., Brgy. III, Silay City, Negros Occ
Philippines 6116
Telephone No.(034)458-4406

FEDERICO P. PILLON JR.
Chief Education Program Supervisor, CID
Chairperson- BAC
Department of Education

Division of Silay City

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, and of which at least sixty percent (60%) interest belongs to citizens 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 qualifications stated in the **EDS**.
- 1.4. Government corporate entities 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 dependent agencies of the GOP or 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.

Financial Document

- (i) The consultant's audited financial statements, showing, among others, the consultant's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
 - (b) Class "B" Document –

Valid joint venture agreement (JVA), in case a joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial documents by any of the joint venture partners constitutes compliance.
- 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 indelible ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the prospective bidder in capital letters;
 - (c) be addressed to the Procuring Entity’s BAC specified in the **EDS**;
 - (d) bear the specific identification of this Project indicated in the **EDS**; and
 - (e) 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 5 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:

- (a) the name of the prospective bidder;
 - (b) whether there is a modification or substitution; and
 - (c) 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.

SECTION III. ELIGIBILITY DATA SHEET

Eligibility Data Sheet

| Eligibility Documents | |
|-----------------------|--|
| 1.2 | <i>The services under this project do not involve practice of profession regulated by law.</i> |
| 1.3 | No further instructions. |
| 2.1(a)(i) | <p>For purposes of this procurement, the required <i>Audited Financial Statement (AFS)</i> is for FY 2017.</p> <p>The PhilGEPS Certificate of Registration and Membership shall reflect the FY 2017 <i>AFS</i>. Otherwise, the bidder should also submit together with PhilGEPS Certificate of Registration and Membership the 2017 <i>AFS</i>.</p> <p>The valid PhilGEPS Certificate of Registration (Platinum Membership) shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated documents, the bidder shall submit, together with the Certificate certified true copies of the updated documents.</p> <p>Notwithstanding the above requirements, the bidder may opt to submit the following eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership):</p> <ul style="list-style-type: none"> a. <i>Business Registration;</i> b. <i>Mayor's Permit for CY 2018;</i> c. <i>FY 2017 Audited Financial Statement;</i> d. <i>Valid and current Tax Clearance; and</i> e. <i>PCAB License, if applicable</i> <p>In the latter case, the bidder shall submit a valid PhilGEPS Registration Certificate.</p> |
| 2.1(a)(ii) | <p>The statement of all ongoing and completed government and private contracts shall include all such contracts <u>within the last five (5) years</u> prior to the deadline for the submission and receipt of eligibility documents.</p> <p>Attached as Annexes “D” and “E” in Section IV. Bidding Forms are the standard forms for this requirement including the instructions and guidelines in the accomplishment of said forms.</p> |
| 2.1(a)(ii.7) | Proponent must show certification or any equivalent document from each of their client, as stated in the Statement of Completed Contracts form, |

| | |
|--------|--|
| | <p>that they are in good standing and have implemented <i>similar projects (clause 9.1)</i> to their client's expectation. <u>This particular requirement of submitting certification or equivalent document shall only apply to contracts that are similar in nature to the project at hand.</u></p> <p>The documents must be in English. A translation of the documents in English certified by the appropriate embassy or consulate in the Philippines must accompany said documents if they are in other foreign language.</p> <p>A translation of the documents in English certified by the Philippine Embassy/ Consulate in the country where the document is coming from shall likewise be accepted.</p> |
| 4.2 | <p>Each prospective bidder shall submit one (1) original and one (1) additional copy of its eligibility documents. Bidders are also required to submit PDF format of their technical proposal.</p> <p>10.</p> |
| 4.3(c) | <p><i>Department of Education, Division of Silay City 2nd Floor Division Conference Hall, Division of Silay City</i></p> |
| 4.3(d) | <p>Name of the Project: CONSULTANCY SERVICES FOR THE PRELIMINARY AND DETAILED ENGINEERING (PDE) FOR SCHOOL BUILDINGS SUBSURFACE SOIL EXPLORATION WORKS</p> <p>Brief Description of the Project:</p> <p>The main objective of this project is to conduct a subsurface soil exploration of the proposed project sites allotted for region/division under the Basic Educational Facilities Fund (BEFF). The specific projects will require the services of the Geotechnical Engineer on record that will conduct detailed subsurface soil exploration of subject school building sites as identified by DepEd Regional/Division offices.</p> <p>The purpose of subsurface soil exploration is to determine the basic properties of soil which affect the design and safety of structures i.e., compressibility, strength and hydrological conditions. It also determines the extent and properties of the material to be used for construction and the condition of groundwater. The aim of subsurface soil exploration is to provide data which will help in the selection of proper types of foundation, its location and design of foundations.</p> |
| 5 | <p><i>Department of Education, Division of Silay City 2nd Floor, Division Conference Hall, Division of Silay City</i></p> |

| 8.1 | <p>The place of opening of eligibility documents is: <i>2nd Floor, Division Conf. Hall, DepEd, Division of Silay City</i> <i>DepEd, Division of Silay City</i></p> <p>The date and time of opening of eligibility documents is Nov.23, 2018;9:00 a.m.</p> <p>Preliminary Conference: Nov. 20, 2018; 9:00 a.m</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|-----------------------------------|----|-----------|--|--|----------|-------|---|---|------|--|--|--|--|-----------|-------------------------------|--|--|----|--|---|--|----|--|--|-------------------|-----|--|--|--|-------------------------------------|----|--|--|--|-----------|----|--|--|--|--|----|--|--|--|-----------------------|---|--|--|--|--|--|----|--|--|----------------------|-----|--|--|--|----------------|----|--|--|--|--------------|----|--|--|--|------------------------|----|--|--|--|--------------|---|--|--|--|----------------------------|--|--|----|--|---|--|----|--|--|
| 9.1 | <p>Similar contracts shall refer to contracts on <u>Subsurface Soil Explorations.</u></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9.2 | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5" style="text-align: center;">Short Listing Evaluation Criteria</th> </tr> <tr> <th style="width: 60%;">Criteria</th> <th style="width: 10%;">Score</th> <th style="width: 10%;">%</th> <th style="width: 10%;">%</th> <th style="width: 10%;">Pts.</th> </tr> </thead> <tbody> <tr style="background-color: yellow;"> <td>Applicable experience of the consultant and members, in case of joint ventures, considering both overall experiences of the company</td> <td></td> <td></td> <td></td> <td style="text-align: center;">40</td> </tr> <tr style="background-color: #cccccc;"> <td>I. Firms Qualification</td> <td></td> <td></td> <td style="text-align: center;">50</td> <td></td> </tr> <tr style="background-color: #cccccc;"> <td>A. The firm/group or any of its JV members must be legally operational for at least five (5) years</td> <td></td> <td style="text-align: center;">30</td> <td></td> <td></td> </tr> <tr> <td>- 7 years or more</td> <td style="text-align: center;">100</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- More than 5 but less than 7 years</td> <td style="text-align: center;">85</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- 5 years</td> <td style="text-align: center;">70</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- Less than 5 years but over two years</td> <td style="text-align: center;">50</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- Two years and below</td> <td style="text-align: center;">0</td> <td></td> <td></td> <td></td> </tr> <tr style="background-color: #cccccc;"> <td>B. The firm/group or any of its JV members must have completed at least two (2) projects similar to the project at hand</td> <td></td> <td style="text-align: center;">70</td> <td></td> <td></td> </tr> <tr> <td>- 5 projects or more</td> <td style="text-align: center;">100</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- 3-4 projects</td> <td style="text-align: center;">85</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- 2 projects</td> <td style="text-align: center;">70</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- Less than 2 projects</td> <td style="text-align: center;">50</td> <td></td> <td></td> <td></td> </tr> <tr> <td>- No project</td> <td style="text-align: center;">0</td> <td></td> <td></td> <td></td> </tr> <tr style="background-color: #cccccc;"> <td>II. Work Experience</td> <td></td> <td></td> <td style="text-align: center;">30</td> <td></td> </tr> <tr style="background-color: #cccccc;"> <td>1. Single largest contractsimilar to the project at handwithin five years from opening of bids</td> <td></td> <td style="text-align: center;">40</td> <td></td> <td></td> </tr> </tbody> </table> | Short Listing Evaluation Criteria | | | | | Criteria | Score | % | % | Pts. | Applicable experience of the consultant and members, in case of joint ventures, considering both overall experiences of the company | | | | 40 | I. Firms Qualification | | | 50 | | A. The firm/group or any of its JV members must be legally operational for at least five (5) years | | 30 | | | - 7 years or more | 100 | | | | - More than 5 but less than 7 years | 85 | | | | - 5 years | 70 | | | | - Less than 5 years but over two years | 50 | | | | - Two years and below | 0 | | | | B. The firm/group or any of its JV members must have completed at least two (2) projects similar to the project at hand | | 70 | | | - 5 projects or more | 100 | | | | - 3-4 projects | 85 | | | | - 2 projects | 70 | | | | - Less than 2 projects | 50 | | | | - No project | 0 | | | | II. Work Experience | | | 30 | | 1. Single largest contractsimilar to the project at handwithin five years from opening of bids | | 40 | | |
| Short Listing Evaluation Criteria | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Criteria | Score | % | % | Pts. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicable experience of the consultant and members, in case of joint ventures, considering both overall experiences of the company | | | | 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I. Firms Qualification | | | 50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A. The firm/group or any of its JV members must be legally operational for at least five (5) years | | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - 7 years or more | 100 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - More than 5 but less than 7 years | 85 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - 5 years | 70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - Less than 5 years but over two years | 50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - Two years and below | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B. The firm/group or any of its JV members must have completed at least two (2) projects similar to the project at hand | | 70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - 5 projects or more | 100 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - 3-4 projects | 85 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - 2 projects | 70 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - Less than 2 projects | 50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| - No project | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| II. Work Experience | | | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Single largest contractsimilar to the project at handwithin five years from opening of bids | | 40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | | | |
|--|--|-----|----|----|--|
| | counting backwards (completed) | | | | |
| | - More than the ABC | 100 | | | |
| | - 75 % - 100% of the ABC | 85 | | | |
| | - 50% but less than 75% of the ABC | 70 | | | |
| | - below 50% of the ABC | 0 | | | |
| | 2. Total value of completed projects within five years from opening of bids counting backwards | | 30 | | |
| | - more than the ABC | 100 | | | |
| | - 75 % - 100% of the ABC | 85 | | | |
| | - 50% but less than 75% of the ABC | 70 | | | |
| | - below 50% of the ABC | 0 | | | |
| | 3. Total value of on-going projects within five years from opening of bids counting backwards | | 30 | | |
| | - More than the ABC | 100 | | | |
| | - 75 % - 100% of the ABC | 85 | | | |
| | - 50% but less than 75% of the ABC | 70 | | | |
| | - below 50% of the ABC | 0 | | | |
| | <p>III. Tools and Equipments committed to the project. List are the minimum tools and equipment per Team:</p> <ul style="list-style-type: none"> - Drilling Machine - Bits - Core Barrels - Casing <p>Note:</p> <p><i>It is recommended to make use of Annex G for the list of tools and equipment.</i></p> <p><i>List of Tools and Equipment should be supported by proof of ownership, lease and/ or purchase agreement. The bidder may choose among the ff. options:</i></p> <ol style="list-style-type: none"> 1. Proof of ownership to be included in the Technical Proposal; or 2. Lease Agreement between lessor and lessee and Proof of Ownership of the Lessor to be included in the Technical Proposal; 3. Purchase Agreement between the bidder and the owner. Certification of availability of | | | 20 | |

| | | | | | |
|--|---|-----|----|----|-----------|
| | <i>equipment from the vendor for the duration of the project;</i> | | | | |
| | - Complete set of equipment per cluster (with complete proof) | 100 | | | |
| | - Incomplete sets of equipment per cluster/ Incomplete proof of ownership/ lease | 0 | | | |
| | II. Qualification of Key Personnel | | | | 40 |
| | A. For each Lot: One (1)Project Manager | | | 30 | |
| | 1. Educational Attainment | | 40 | | |
| | - Licensed Geotechnical/ Civil Engineer with Master's Degree | 100 | | | |
| | - College Degree (Licensed Geotechnical/ Civil Engineer) | 70 | | | |
| | - College Degree (Bachelor degree in Civil Engineering) | 50 | | | |
| | - Non-Degree Holder | 0 | | | |
| | 2. Work Experience for at least fifteen (15) years as Project Manager in the field of Subsurface Soil Exploration | | 40 | | |
| | - 20 years and above | 100 | | | |
| | - 18 years but less than 20 years | 85 | | | |
| | - 15 years but less than 18 years | 70 | | | |
| | - 10 years but less than 15 years | 50 | | | |
| | - Less than 10 years | 0 | | | |
| | 3. Relevant Training (related to Subsurface Soil Exploration) | | 10 | | |
| | - 72 hours or more relevant training | 100 | | | |
| | - 48 hours but less than 72 hours of relevant training | 70 | | | |
| | - Below 48 hours but not less than 24 hours of relevant training | 50 | | | |
| | - Below 24 hours of relevant training | 0 | | | |
| | 4. With exposure to Philippine Government projects relevant to the requirement | | 10 | | |
| | - With government projects handled | 100 | | | |

| | | | | |
|--|-----|----|----|--|
| - None | 0 | | | |
| B. For Each Team: One (1) Geotechnical Engineer | | | | |
| | | | 30 | |
| 1. Education | | 40 | | |
| - Licensed Geotechnical Engineer with Master's Degree | 100 | | | |
| - College Degree (Licensed Geotechnical Engineer) | 70 | | | |
| - College Degree (Bachelor degree in Civil Engineering) | 50 | | | |
| - Non-Degree Holder | 0 | | | |
| 2. Work Experience for at least ten (10) years as Geotechnical Engineer in the field of Subsurface Soil Exploration | | 40 | | |
| - 15 years and above | 100 | | | |
| - 12 years but less than 15 years | 85 | | | |
| - 10 years but less than 12 years | 70 | | | |
| - 5 years but less than 10 years | 50 | | | |
| - Less than 5 years | 0 | | | |
| 3. Relevant Training (related to Subsurface Soil Exploration) | | 10 | | |
| - More than 48 hours of relevant training | 100 | | | |
| - 24 hours but less than 48 hours of relevant training | 70 | | | |
| - 16 hours but not less than 24 hours of relevant training | 50 | | | |
| - Below 24 hours of relevant training | 0 | | | |
| 4. With exposure to Philippine Government projects relevant to the requirement | | 10 | | |
| - With government projects handled | 100 | | | |
| - None | 0 | | | |
| C. For Each Team: Two (2) Civil/Materials Engineer | | | | |
| | | | 25 | |

| | | | | | |
|--|---|-----|----|----|--|
| | 1. Education | | 40 | | |
| | - Licensed Civil Engineer as well as Accredited Materials Engineer I or II with Master's Degree | 100 | | | |
| | - Licensed Civil Engineer as well as Accredited Materials Engineer I or II | 70 | | | |
| | - College Degree (Bachelor degree in Civil Engineering) | 50 | | | |
| | - Non-Degree Holder | 0 | | | |
| | 2. Work Experience for at least five (5) years as Civil/Materials Engineer | | 40 | | |
| | - 10 years and above | 100 | | | |
| | - 7 years but less than 10 years | 85 | | | |
| | - 5 years but less than 7 years | 70 | | | |
| | - 3 years but less than 5 years | 50 | | | |
| | - Less than 5 years | 0 | | | |
| | 3. Relevant Training (related to Materials Testing) | | 10 | | |
| | - More than 48 hours of relevant training | 100 | | | |
| | - 24 hours but less than 48 hours of relevant training | 70 | | | |
| | - 16 hours but not less than 24 hours of relevant training | 50 | | | |
| | - Below 24 hours of relevant training | 0 | | | |
| | 4. With exposure to Philippine Government projects relevant to the requirement | | 10 | | |
| | - With government projects handled | 100 | | | |
| | - None | 0 | | | |
| | D. For Each Team :One (1) Laboratory Technician | | | 15 | |
| | 1. Education | | 40 | | |
| | - Licensed Civil Engineer | 100 | | | |
| | - College Degree (Bachelor degree in Engineering courses) | 70 | | | |
| | - Undergraduate in Bachelor degree in any | | | | |

| | | | | |
|--|-----|----|----|-----------|
| Engineering courses | 50 | | | |
| - Non-Degree Holder | 0 | | | |
| 2. Work Experience for at least five (5) years as Laboratory Technician | | 40 | | |
| - 10 years and above | 100 | | | |
| - 7 years but less than 10 years | 85 | | | |
| - 5 years but less than 7 years | 70 | | | |
| - 3 years but less than 5 years | 50 | | | |
| - Less than 5 years | 0 | | | |
| 3.Relevant Training (related to Subsurface Soil Exploration) | | 10 | | |
| - More than 48 hours of relevant training | 100 | | | |
| - 24 hours but less than 48hours of relevant training | 70 | | | |
| - 16 hours but not less than 24 hours of relevant training | 50 | | | |
| - Below 16 hours of relevant training | 0 | | | |
| 3. With exposure to Philippine Government projects relevant to the requirement | | 10 | | |
| - With government projects handled | 100 | | | |
| - None | 0 | | | |
| Note: One team composed of 1 Geotechnical Engineer, 2 Civil/Materials Engineer, 1 Lab Technician, 3 Skilled Worker, 1 data encoder and 2 project Assistant/Technical Writer, Project Manager shall handleperLot. For purposes of scoring for key personnel, Project Manager, Geotechnical Engineer, Civil/Materials Engineer and Laboratory Technician shall be considered. | | | | |
| Current Workload | | | | 20 |
| A. Current Project Workload (on-going projects) | | | 50 | |
| - 0 to 1 | 100 | | | |
| - 2 | 85 | | | |

| | | | | |
|--|-----|--|-----------|------------|
| - 3 and above | 70 | | | |
| B. Financial Capacity (Current Asset – Current Liabilities) | | | 50 | |
| - more than the ABC | 100 | | | |
| - 75 % - 100% of the ABC | 90 | | | |
| - 50% - 74 % of the ABC | 80 | | | |
| - below 50% of the ABC | 70 | | | |
| Total | | | | 100 |

NOTE:

1. Based on the above criteria, the bidders shall be ranked according to their total equivalent points.
2. Only the top **five (5) bidders** meeting the cut-off score of **seventy (70) points** shall be included in the shortlist.

SECTION IV. BIDDING FORMS

SECTION IV. BIDDING FORMS

| | |
|--|-----------|
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ELIGIBILITY DOCUMENTS SUBMISSION FORM

[Date]

Department of Education, Division of Silay City

Ladies/Gentlemen:

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, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
- 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; and
- c) The undersigned is/are the authorized representative/s for this public bidding as evidenced by herewith attached notarized authority (*e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture*).

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.

Yours sincerely,

Signature
Name and Title of Authorized Signatory
Contact Details
Name of Consultant
Address

STATEMENT OF THE CONSULTANT'S NATIONALITY

*Department of Education, Division of Silay City
Rizal St., Brgy. III, Silay City, Negros Occidental*

Ladies/Gentlemen:

In compliance with the requirements of the Department of Education – Bids and Awards Committee (**DepED-BAC**) for the bidding of the (*Name of the Project/Public Bidding No. __*), I/we hereby declare the following:

1. [Select one and delete the rest].

[If domestic entity bidder] That (Name of the bidder) is a domestic sole proprietorship/partnership/corporation/joint venture organized or formed under the laws of the Philippines;

[If foreign entity bidder] That (Name of the bidder) is a foreign sole proprietorship/partnership/corporation/joint venture organized or formed under the laws of the (Name of the country);

[If foreign entity bidder] That (Name of the bidder) is registered with the Securities and Exchange Commission and/or any agency authorized by the laws of the Philippines;

2. That the proposed partners/ key staff who shall actually perform the services possess the necessary technical and professional competence as required under ED Clause 1.2;
3. That the following are the proposed Consultants:

| Name of Proposed Consultant | Proposed Position | Nationality | Proof of Identification |
|------------------------------------|--------------------------|--------------------|--------------------------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |
| 9. | | | |
| 10. | | | |

4. That attached herewith are the Curriculum Vitae of the abovementioned personnel (*Annex/es _____*).

Very truly yours,

Signature: _____

Name and Title of Authorized Signatory: _____

Name of Consultant/Company: _____

Address: _____ Contact No/s. _____

(ANNEX C)

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

For scoring purposes, please provide all the necessary details as required per section 2 of Evaluation Criteria in the EDS, clause 9.2.

Note: All fields are mandatory. Indicate “N/A” if not applicable.

| Name of Firm | | | | | | |
|---|-----------------|----|------------------------|----------------|--|----------------------------|
| Proposed Position: | | | | | | |
| Detailed Task Assigned: | | | | | | |
| Personal Information | | | | | | |
| Name: | | | | | | |
| Profession: | | | Contact No. | | Email Address | |
| Date of Birth | | | | Citizenship | | Civil Status |
| Work Experience (start from the current employment) | | | | | | |
| Company Name | Inclusive Dates | | Total (Year Months) | Position Title | Actual Duties and Responsibilities(State the Name and Descriptions of the Projects handled) | |
| | From | To | | | Similar Relevant Experience | Similar Overall Experience |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Current Workload (include workload or projects from other companies, if any) | | | | | | |
| Company Name | Inclusive Dates | | Total (Year Months) | Position Title | Actual Duties and Responsibilities(State the Name and Descriptions of the Projects handled) | |
| | From | To | | | Similar Relevant Experience | Similar Overall Experience |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

| | | | | | |
|--|--|--|--|--|--|
| | | | | | |
| | | | | | |

Relevant Training (for the last ten (10) years either as a participant or resource speaker)

| Course Title | Inclusive Dates | | Location | No. of Hours | Conducted / Sponsored by |
|--------------|-----------------|----|----------|--------------|--------------------------|
| | From | To | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Education (start from the most recent)

| School | Inclusive Dates | | Degree Course | Scholarships / Academic Honors Received |
|--------|-----------------|----|---------------|---|
| | From | To | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

For Post-Graduate Education:

| School | Inclusive Dates | | Degree Course | Please indicate if: (a) With academic subject/s for completion; (b) Completed academic subject/s short of comprehensive exam/thesis; (c) Graduated |
|--------|-----------------|----|---------------|--|
| | From | To | | |
| | | | | |
| | | | | |

Professional Licenses, Membership in Professional Organization, Certifications and Other Credentials

| Title | Date Received/Validity |
|-------|------------------------|
| | |
| | |
| | |
| | |
| | |

| Language Proficiency (Reading, Writing, Speaking) | | | | | |
|---|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| English | | | Filipino | | |
| Reading | Writing | Speaking | Reading | Writing | Speaking |
| <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent | <input type="checkbox"/> Excellent |
| <input type="checkbox"/> Good | <input type="checkbox"/> Good | <input type="checkbox"/> Good | <input type="checkbox"/> Good | <input type="checkbox"/> Good | <input type="checkbox"/> Good |
| <input type="checkbox"/> Fair | <input type="checkbox"/> Fair | <input type="checkbox"/> Fair | <input type="checkbox"/> Fair | <input type="checkbox"/> Fair | <input type="checkbox"/> Fair |
| <input type="checkbox"/> Poor | <input type="checkbox"/> Poor | <input type="checkbox"/> Poor | <input type="checkbox"/> Poor | <input type="checkbox"/> Poor | <input type="checkbox"/> Poor |

Notes:

- Photocopy of the following documents must be submitted together with the Curriculum Vitae to evidence educational attainment, work experience and professional certifications:
 1. Certificates of Employments and/ or Contract of Employment
 2. Valid Professional Certifications and/or Licenses
- Failure to indicate the Number of Hours for each **relevant trainings** will be given a corresponding score of **zero”0”**.

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and experience.

 Signature of Staff Member and Authorized
 Representative of the Firm

Date: _____

Full Name of the Staff Member: _____

STATEMENT OF COMPLETED CONTRACTS (ANNEX D)

List of completed Government and Private Contracts within the last five (5) years, which are SIMILAR in nature and complexity to the contract to be bid.

Name of the Consultant _____

| Date of Contract | Name of Contract | Location of the Contract | Date of Award of Contract | Type and Brief Description of Consulting Service | Consultant is: a. main consultant b. subcontractor c. partner in a JV | Amount of Contract | Contract Duration |
|-------------------------|-------------------------|---------------------------------|----------------------------------|---|--|---------------------------|--------------------------|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Name and Signature of Authorized Representative

Date

Attachments:

- 1 Project References in the "Annex D.1"
- 2 Certificate of satisfactory completion or certificate of acceptance from the client or official receipt clearly indicating full and final payment
- 3 Copy of the contract, or contract abstract, clearly stating the scope of the contract/project/services

CONSULTANT'S PROJECT REFERENCES (ANNEX D.1)

Using the format below, provide information on similar projects involving similar services.

| | | |
|--|-------------------------------|--|
| Project Name: | | Country: |
| Total Project Cost : | | |
| Location within Country: | | Professional Staff Provided by Your Firm/Entity(profiles): |
| Name of Client: | | N ^o of Staff: |
| Address: | | N ^o of Staff-Months; Duration of Project: |
| Start Date (Month/Year): | Completion Date (Month/Year): | Approx. Value of Services: |
| Name of Associated Consultants, if any: | | N ^o of Months of Professional Staff Provided by Associated Consultants: |
| Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: | | |
| Narrative Description of Project: | | |
| Description of Actual Services Provided by Your Staff: | | |

**LIST OF ALL ON-GOING GOVERNMENT AND PRIVATE CONTRACTS, INCLUDING
CONTRACTS AWARDED BUT NOT YET STARTED, WHETHER SIMILAR OR NOT
SIMILAR IN NATURE AND COMPLEXITY TO THE CONTRACT(ANNEX E)**

Name of the Consultant_____

| S. No. | Name and Location of the Project | Date of Award of the Contract | Type and Brief Description of Consulting Services | Consultant's Role (Whether Main Consultant, Subcontractor, or Partner in a JV) | Amount of Contact | Contract Duration | Value of Outstanding Contract | Similar Project (Y/N) |
|-------------------|----------------------------------|-------------------------------|---|--|-------------------|-------------------|-------------------------------|-----------------------|
| Government | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Private | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

NOTE: IF THE BIDDER DOES NOT HAVE ANY ON-GOING PROJECT, PLEASE STATE "NONE" IN THE FORM ABOVE AND INCLUDE THE FORM IN THE SUBMISSION OF ELIGIBILITY REQUIREMENTS

Name and Signature of Authorized Representative

Date

JOINT VENTURE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This **JOINT VENTURE AGREEMENT** (hereinafter referred to as the "Agreement"), entered into this _____ day of _____ 20__ at _____ City, Philippines by and among:

_____. a domestic corporation duly organized, registered and existing under and by virtue of the laws of the Republic of the Philippines, with office address at _____, represented by its _____, hereinafter referred to as "_____";

- and -

_____. a domestic corporation duly organized, registered and existing under and by virtue of the laws of the Republic of the Philippines, with office address at _____, represented by its _____, hereinafter referred to as "_____";

- and -

_____ a foreign corporation organized and existing under and by virtue of the laws of _____, represented by its _____, hereinafter referred to as "_____";

(Henceforth collectively referred to as the "**Parties**")

WITNESSETH: That

WHEREAS, the Procurement Service (PS) has recently published an Invitation to Apply for Eligibility and to Bid for the Supply and Delivery of _____ for the _____;

WHEREAS, the parties have agreed to pool their resources together to form the "_____ Joint Venture", hereinafter referred to as the Joint Venture, under the

laws of the Philippines, for the purpose of participating in the abovementioned procurement of *Department of Education, Division of Silay City*;

NOW, THEREFORE, for and in consideration of the foregoing premises and the covenants hereto set forth, the Parties have agreed as follows:

ARTICLE I
ORGANIZATION OF THE JOINT VENTURE

SECTION 1. Formation – The Parties do hereby agree and bind themselves to establish, form and organize a Joint Venture pursuant to the laws of the Republic of the Philippines, in order for the JV to carry on the purposes and objectives for which it is created;

SECTION 2. Name – The name and style under which the JV shall be conducted is “_____”;

SECTION 3. Principal Place of Business – The JV shall maintain its principal place of business at _____;

SECTION 4. Preparation and Documentation – The Parties shall secure and/or execute such certifications, documents, deeds and instruments as may be required by the laws of the Republic of the Philippines for the realization of the JV and in compliance with the Project. Further, they shall do all other acts and things requisite for the continuation of the JV pursuant to applicable laws;

SECTION 5. The Joint Venture shall be represented by the _____ in all biddings, related procurement transactions and other official dealings that it shall enter into with the *Department of Education, Division of Silay City* and third parties, such transactions to include, among others, the submission of eligibility documents, bids, registration documents obtaining bonds, performing the principal contract in the event that the contract is awarded in favor of the Joint Venture, receipt of payment for goods delivered, and similar and related activities.

SECTION 6. The period of the Joint Venture shall begin upon execution of this Agreement and shall continue until the complete performance of its contractual obligations to *Department of Education, Division of Silay City*, as described in Article II hereof, or upon its termination for material breach of any term or condition of this Agreement, by service of a written statement in English on the other Party, not less than 90 days prior to the intended date termination

ARTICLE II

PURPOSE

SECTION 1. The primary purpose of the Joint Venture is to participate in the public bidding to be conducted by the Department of Education, Division of Silay City Bids and Awards Committee for the supply and delivery of _____ for the _____ .

SECTION 2. If the above-described contract/s is/are awarded to the Joint Venture, the Joint Venture shall undertake the performance thereof to *Department of Education, Division of Silay City*, and such other incidental activities necessary for the completion of its contractual obligations.

ARTICLE III

SOLIDARY LIABILITY OF THE PARTIES

SECTION 1. In the performance of the contract/s that may be awarded to the Joint Venture by the *Department of Education, Division of Silay City*, and all other related activities/obligations, as described in Article II hereof, the Parties bind themselves jointly and solidarily, in the concept of solidarily debtors, subject to the right of reimbursement, as provided in the relevant provisions of the Civil Code of the Philippines.

ARTICLE IV

CONTRIBUTION AND OTHER ARRANGEMENTS

SECTION 1. Contribution – The Parties shall contribute the amount of _____ (Php) to support the financial requirements of the Joint Venture, in the following proportion:

| | | | |
|-------|---|---|---------|
| A. | - | P | .00 |
| B. | - | P | ____.00 |
| TOTAL | | P | .00 |

Additional contributions to the Joint Venture shall be made as may be required for contract implementation. In addition, ____ shall contribute any labor and contract management requirements.

SECTION 2. Profit Sharing – The share of the Parties to the JV from any profit derived or obtained from the implementation and execution of the Project shall be distributed pro rata to each, in accordance with the contribution and resources each has provided to the JV;

SECTION 3. Liquidation and Distributions – Any sum remaining after deducting from the total of all moneys or benefits received for the performance of the contract, all costs incurred by the JV after award of the contract for the Project pursuant to the accounting practices established for the JV, shall be distributed in accordance with the relative balances in the accounts of each Party pursuant to Sec.1 of this Article upon completion, final accounting, termination and liquidation of the JV. In the event of liquidation and termination of JV, and after taking into account the shares of the Parties in all income, gain, deductions, expenses, and losses, should the account of a Party contain a negative balance, such Party shall contribute cash to the JV sufficient to restore the said balance to zero;

SECTION 4. Sharing of Burden of a Net Loss – In case a net loss is incurred, additional contributions shall be made by the Parties in accordance with their respective shares.

ARTICLE V

MISCELLANEOUS PROVISIONS

SECTION 1. The provisions of the Instructions to Bidders, Supplemental Bid Bulletin, and other bidding documents issued by the *Department of Education, Division of SilayCity* in relation to the contract described in Article II hereof, shall be deemed incorporated in this Agreement and made an integral part thereof.

SECTION 2. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.

SECTION 3. The Parties herein are duly represented by their authorized officers.

SECTION 4. Governing Law - This Agreement shall be governed by and construed according to the laws of the Republic of the Philippines. Venue of any court action arising from this Agreement shall be exclusively laid before the proper court of the _____, Philippines.

IN WITNESS WHEREOF, the parties have set their hands and affixed their signatures on the date and place first above-stated.

Signed in the Presence of:

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.
PROVINCE OF (in the case of Municipality)

BEFORE ME, a Notary Public for and in the City/Municipality of _____ (indicate also the Province in the case of Municipality), this _____ day of _____ (month & year) personally appeared the following:

| Name | ID Name, Number and Validity Date |
|------|-----------------------------------|
|------|-----------------------------------|

Known to me and to me known to be the same persons who executed the foregoing instrument and they acknowledge to me that the same is their free and voluntary act and deed and that of the corporation(s) they represent

This instrument refers to a Joint Venture Agreement consisting of _____ pages, including the page on which this Acknowledgement is written, and signed by the parties and their instrumental witnesses.

WITNESS MY HAND AND NOTARIAL SEAL on the place and on the date first above written.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, [date issued], [place issued]

IBP No. __, [date issued], [place issued]

Doc. No. ____

Page No. ____

Book No. ____

Series of ____.

Note:

“Sec. 12. Competent Evidence of Identity – The phrase “competent evidence of identity” refers to the identification of an individual based on:

At least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to, passport, driver’s license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter’s ID, Barangay certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, Philhealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman’s book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification

ANNEX G

**LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT,
PLEGDED TO THE PROPOSED CONTRACT**

Business Name : _____
 Business Address : _____

| Description | Brand/ Model | Location | Proof of Ownership/ Lessor/Vendor |
|------------------------------------|--------------|----------|--------------------------------------|
| A. Owned | | | |
| i. | | | |
| ii. | | | |
| iii. | | | |
| iv. | | | |
| v. | | | |
| | | | |
| B. Leased | | | |
| i. | | | |
| ii. | | | |
| iii. | | | |
| iv. | | | |
| v. | | | |
| | | | |
| C. Under Purchase Agreement | | | |
| i. | | | |
| ii. | | | |
| iii. | | | |
| iv. | | | |
| v. | | | |

Note: This List must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, proof of ownership from the lessor or certification of availability of equipment from the vendor for the duration of the project.

Submitted by : _____
(Printed Name & Signature of Authorized Representative)

Designation : _____
 Date : _____

