

## **REQUEST FOR EXPRESSION OF INTEREST FOR PROCUREMENT OF CONSULTANCY SERVICE FOR THE DEVELOPMENT OF COMPETENCY-BASED JOB DESCRIPTIONS OF PCC POSITIONS**

1. The *Philippine Competition Commission*, through the *2021 General Appropriations Act* intends to apply the sum of *One Million Six Hundred Thousand Pesos (Php 1,600,000.00)*, being the Approved Budget for the Contract (ABC) to payments under the contract for the *Procurement of Consultancy Service for the Development of Competency-based Job Descriptions of PCC Positions* under *Request for Expression of Interest (REI) No. 2021-09-0111*. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *Philippine Competition Commission* now calls for the submission of eligibility documents for *Procurement of Consultancy Service for the Development of Competency-based Job Descriptions of PCC Positions*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before *05 October 2021, 12:00NN* at *25<sup>F</sup> Vertis North Corporate Center 1, North Avenue, Quezon City* or via *e-bid submission through this link: <https://pccgov.sharepoint.com/sites/E-BIDSubmission>*. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from *Philippine Competition Commission* and inspect the Bidding Documents at the address given below during *Office Hours from 9:00 A.M. to 5:00 P.M. (Monday through Friday)*.
4. The Bidding Documents – Part I may be acquired on *27 September 2021* by interested Consultants from the address below. Bidding Documents – Part II may only be acquired by Short Listed Consultants upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Two Thousand Pesos (Php2,000.00)*.

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 *five (5)* prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

<b>Criteria</b>	<b>Preferred qualifications</b>	<b>Bases</b>	<b>Weight (%)</b>
<b>Applicable experience and capability of the bidder</b>	<ul style="list-style-type: none"> <li>At least five (5) years of HRM related consultancy works such as competency framework development and Competency based Human Resource Management</li> </ul>	Records of previous engagements, quality and type of engagement evidencing an extensive knowledge and application of Competency based HRM, Competency Framework Development. and Competency-Based Human Resource Management	35%
	<ul style="list-style-type: none"> <li>Engaged with at least three (3) consultancy in HRM-related consultancy in the public sector</li> </ul>	Records of previous engagements/contracts in the government related with HRM	15%
	<ul style="list-style-type: none"> <li>Engaged with at least two (2) organizations in consultancy experience in development of competency-based job descriptions</li> </ul>	Records of previous engagements/contracts in development of competency-based job descriptions	20%
<b>Qualification of personnel who may be assigned to the project</b>	<p><b><u>Lead Expert</u></b></p> <ul style="list-style-type: none"> <li>With master’s degree preferably in any of the following: Psychology, Public Administration / Management, Social Science, or other allied courses;</li> <li>Sixteen (16) hours of relevant training in competency based HRM, competency framework development, human resource development planning, and project management;</li> <li>Engaged with five (5) organizations in consultancy experience working and dealing with government offices or institutions on competency based-HRM, competency framework development, and human resource</li> </ul>	Originally signed curriculum vitae submitted indicating the preferred relevant work experience and educational background, and trainings attended supported by certificates of attendance / participation	20%

	development planning; Assigned and performed as lead expert/consultant or project manager in at least three (3) HRM related consultancy work		
	<p><b><u>Technical Staff</u></b></p> <p>At least three (3) Technical Staff with the following preferred qualifications:</p> <ul style="list-style-type: none"> <li>• With Bachelor’s degree, preferably in any of the following: Psychology, Public Administration / Management, Social Science, or other allied courses;</li> <li>• Eight (8) hours training in in competency based HRM, competency framework development, human resource development planning, and project management;</li> <li>• Three (3) organizations in consultancy experience working and dealing with government offices or institutions on competency basedHRM, competency framework development, and human resource development planning;</li> </ul>		
<b>Current workload relative to capacity</b>	• At most five (5) ongoing projects	Originally signed records of on-going (including awarded but not yet started contracts) and previous engagements	10%

Passing Score: 80%

6. 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, 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)*** procedure. 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 **Six (6) Months**.
9. The **Philippine Competition Commission** 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:

**THE SECRETARIAT**

*Bids and Awards Committee*

*Philippine Competition Commission*

*25F Tower 1, Vertis North Corporate Center,*

*North Avenue, Quezon City*

*Telephone No.: (02) 771-9722 local 204*

*e-mail: [procurement@phcc.gov.ph](mailto:procurement@phcc.gov.ph) or [rrvillanueva@phcc.gov.ph](mailto:rrvillanueva@phcc.gov.ph)*

**27 September 2021**

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**JESON Q. DE LA TORRE**

*Chairperson, PCC Bids and Awards Committee*

