



Republic of the Philippines
Department of Health

Philippine Institute of Traditional and Alternative Health Care (PITAHC)



REQUEST FOR EXPRESSION OF INTEREST

FOR ENGAGEMENT OF CONSULTANCY SERVICES FOR THE PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE (PITAHC)'S PUBLIC AWARENESS AND COMMUNICATIONS CAMPAIGN

1. The PITAHC, through the General Appropriations Act for Calendar Year 2021 intends to apply the sum of **Twenty Million Five Hundred Thousand Pesos (PhP2,500,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Engagement of Consultancy Services for the Philippine Institute of Traditional and Alternative Health Care (PITAHC)'S Public Awareness and Communications Campaign**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The PITAHC now calls for the submission of eligibility documents **Engagement of Consultancy Services for the Philippine Institute of Traditional and Alternative Health Care (PITAHC)'S Public Awareness and Communications Campaign**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **11 November 2021, Thursday, 12:00NN** through online or electronic submission as indicated below. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M., Monday to Friday except weekend, suspension of work, and declared holidays.
4. A complete set of Bidding Documents may be acquired by interested Bidders on 03 November 2021 from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (PhP5,000.00)**.

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 three (3) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

Criterion	Weight (in %)
1. Applicable experience of consultant a) Overall experience of the firm 15 b) Individual experiences of the principal and key staff 10 c) Times when employed by other consultants 5	30
2. Qualification of personnel to be assigned to the job <i>a. Education 25</i> i. <i>Relevant Doctoral Degree, 25</i> ii. <i>Relevant Master’s Degree, 20</i> iii. <i>Relevant Bachelor’s Degree, 15</i> iii. <i>Other Degrees, 10</i> <i>b. Work experience 25,</i> i. <i>Relevant work experience, 25</i> ii. <i>Non-relevant work experience, 10</i> <i>c. Number of years in firm, 10</i> i. <i>Ten (10) years, 10</i> ii. <i>Five (5) years, 5</i> iii. <i>Less than Five (5) years, 3</i>	60
3. Current workload relative to job capacity 1-2 ongoing projects (10) 3-5 ongoing projects (5) 6-More ongoing projects (1)	10

PASSING RATE: 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.
7. 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.
8. The Procuring Entity shall evaluate bids using the **Quality-Cost Based Evaluation/Selection (QCBE/QCBS)** procedure. The Procuring Entity shall indicate the weights to be allocated for the Technical (70%) and Financial Proposals (30%). The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
9. The contract shall be completed within **six (6) months**.

10. The PITAHC 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.

11. For further information, please refer to:

MR. ANDY G. MATULA

Head, BAC Secretariat

PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City

Telephone No.: (+632) 376-3067/376-3068 local 320, Facsimile No.: (+632) 376-3067

E-mail: **bacpitahe@gmail.com**

You may visit the following websites:

For downloading of Bidding Documents: **<https://pitahe.gov.ph/category/invitation-to-bid/>**

For online bid submission: **bacpitahe@gmail.com**

03 November 2021

(Sgd.)

DR. FRANCIS VICENTE S. RAS

BAC Chairperson