



NOTICE OF NEGOTIATED PROCUREMENT

FOR ENGAGEMENT OF CONSULTANCY SERVICES FOR THE PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE (PITAHC)'S PUBLIC AWARENESS AND COMMUNICATIONS CAMPAIGN (NEGOTIATED PROCUREMENT UNDER TWO-FAILED BIDDING)

1. The PITAHC, through the General Appropriations Act for Calendar Year 2021 intends to apply the sum of **Two 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. Interested bidders may obtain further information and inspect the Terms and Conditions 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.
3. A complete set of Terms of Reference may be acquired by interested Bidders on **22 December 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 Terms of Reference not later than the submission of their bids.

4. Bidding will be conducted through Negotiated Procurement under Section 53.1 – Two-Failed Bidding using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.
5. 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.
6. 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.
7. The PITAHC will hold a Negotiation on 27 December 2021, Monday, 1:30 PM through Zoom Teleconference. Any requirements, guidelines, documents, clarifications, or other information relative to the negotiations that are communicated on the equal by the BAC to all prospective bidders engaging in negotiation.



All prospective bidders shall be given equal time and opportunity to negotiate and discuss the technical and financial requirements of the project to be able to submit a responsive proposal/offer.

8. Best Offer which includes the Eligibility documents, Technical and Financial Offer of interested Consultants must be duly received by the BAC Secretariat on or before **28 November 2021, Tuesday, 12:00NN** through online or electronic submission as indicated below and based on the PITAHC's Guidelines on Electronic Submission of Receipt of Bids. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.

Best Offer shall be in accordance with the provided attachments.

9. The Opening of the Eligibility and Technical and Financial Offer will be held on **28 November 2021, Tuesday, 1:30 PM**, using a non-discretionary "pass/fail" criterion.

The BAC shall use the following criteria and rating system for eligibility evaluation:

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 a. <i>Education</i> 25 i. <i>Relevant Doctoral Degree</i> , 25 ii. <i>Relevant Master's Degree</i> , 20 iii. <i>Relevant Bachelor's Degree</i> , 15 iii. <i>Other Degrees</i> , 10 b. <i>Work experience</i> 25, i. <i>Relevant work experience</i> , 25 ii. <i>Non-relevant work experience</i> , 10 c. <i>Number of years in firm</i> , 10 i. <i>Ten (10) years</i> , 10 ii. <i>Five (5) years</i> , 5 iii. <i>Less than Five (5) years</i> , 3	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%

For evaluation of the technical proposal, the numerical weight and the minimum required St for each criterion are as follows:



Criterion	Weight (in %)
1. Quality of personnel a) Suitability of key staff (3) b) General qualifications and competence (3) c) Education and training of key staff (4)	10
2. Experience and capability of the consultant a) Records of Previous engagement and quality of performance in similar projects (6) b) Relationship with previous and current clients (Background checking/Review) (6) c) Overall work commitments (6) d) Geographical distribution of projects (6) e) Attention to be given by the consultant (6)	30
3. Plan of approach and methodology a) Clarity, feasibility, innovativeness and comprehensiveness of the plan approach (30) b) Quality of interpretation of project problems, risks, and suggested solutions (30)	60

The minimum St required to pass is **80%**.

The attention of the Consultant is drawn to Error! Reference source not found..

For evaluation of Financial Proposal, the lowest Financial Proposal (Fl) shall be given a Financial Score (Sf) of 100 points. The Sf of other Financial Proposals shall be computed based on the formula indicated below:

$$Sf = 100 \times Fl/F$$

Where:

Sf is the financial score of the Financial Proposal under consideration,

Fl is the lowest Financial Proposal, and

F is the Financial Proposal under consideration

The Financial Proposal shall not exceed the ABC and shall be deemed to include the cost of all taxes, duties, fees, levies, and other charges imposed under the applicable laws. The evaluation shall include all such taxes, duties, fees, levies, and other charges imposed under the applicable laws; where special tax privileges are granted to a particular class or nationality of Consultant by virtue of the GoP's international commitments, the amount of such tax privileges shall be included in the Financial Proposal for purposes of comparative evaluation of Bids.



To determine the total rating, the BAC shall use this formula $S = St \times T\% + Sf \times F\%$, the Offer shall then be ranked according to their combined St and Sf using the weights (St is the technical score of the Technical Proposal under consideration; T = the weight given to the Technical Proposal; F = the weight given to the Financial Proposal; $T + F = 1$) indicated below:

T 70%; and

F 30%;

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: bacpitahc@gmail.com

You may visit the following websites:

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

For online bid submission: bacpitahc@gmail.com

22 December 2021

(Sgd.)

DR. FRANCIS VICENTE S. RAS

BAC Chairperson