



Republic of the Philippines
DEPARTMENT OF HEALTH
*Philippine Institute of Traditional and
Alternative Health Care*



**REQUEST FOR EXPRESSION OF INTEREST FOR
ENGAGEMENT OF A CONSULTANCY SERVICE ON THE
PROVISION OF PHILIPPINE MARKET OF HERBAL
MEDICINES, TRADITIONALLY-USED HERBAL
MEDICINES, AND HEALTH SUPPLEMENTS FROM
PHARMACIES, INDUSTRY SALES: DETERMINING THE
HERBAL TRADITIONALLY-USED HERBAL MEDICINES,
AND MEDICINES SUPPLY AND DEMAND SIZE IN THE
PHILIPPINES**

1. The *Philippine Institute of Traditional and Alternative Health Care (PITAHC)*, through the *General Appropriations Act for the year 2024* intends to apply the sum of *Five Million Pesos (PhP5,000,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for **ENGAGEMENT OF A CONSULTANCY SERVICE ON THE PROVISION OF PHILIPPINE MARKET OF HERBAL MEDICINES, TRADITIONALLY-USED HERBAL MEDICINES, AND HEALTH SUPPLEMENTS FROM PHARMACIES, INDUSTRY SALES: DETERMINING THE TRADITIONALLY-USED HERBAL MEDICINES, AND MEDICINES SUPPLY AND DEMAND SIZE IN THE PHILIPPINES** with Reference No. CB 009-2024.

Lot No.	Description	Qty	UOM	ABC per Lot (in PhP)
1	ENGAGEMENT OF A CONSULTANCY SERVICE ON THE PROVISION OF PHILIPPINE MARKET OF HERBAL MEDICINES, TRADITIONALLY-USED HERBAL MEDICINES, AND HEALTH SUPPLEMENTS FROM PHARMACIES, INDUSTRY SALES: DETERMINING THE TRADITIONALLY-USED HERBAL MEDICINES, AND MEDICINES SUPPLY AND DEMAND SIZE IN THE PHILIPPINES	1	Lot	5,000,000.00
Total				5,000,000.00

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 for **ENGAGEMENT OF A CONSULTANCY SERVICE ON THE PROVISION OF PHILIPPINE MARKET OF HERBAL MEDICINES, TRADITIONALLY-USED HERBAL MEDICINES, AND HEALTH SUPPLEMENTS FROM PHARMACIES, INDUSTRY SALES: DETERMINING THE TRADITIONALLY-USED HERBAL MEDICINES, AND MEDICINES SUPPLY AND DEMAND SIZE IN THE PHILIPPINES**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **23 August 2024, 1:30PM** at **PITAHC Central Office, EAMC Compound, Brgy. Central, Quezon City** or via **BAC e-mail address**. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from **PITAHC** and inspect the Bidding Documents at the address given below during **8:00am – 5:00 PM**.
4. A complete set of Bidding Documents may be acquired by interested Bidders on **15 August 2024** from the address
 - a) **Cashier Section, 1st Floor, PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City; or**
 - b) **LAND BANK OF THE PHILIPPINES**

Current Account Name: **PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE**

Account No. : **1872-1035-18**

Upon deposit, the bidders must submit the scanned copy of the deposit slip to **bac@pitahe.gov.ph** and **finance@pitahe.gov.ph**.

Payment of the non-refundable fee for the Bidding Documents is in pursuant to the latest Guidelines issued by the GPPB, in the amount intended to be bid:

Lot	Description	ABC per Lot (in PhP)	Non-Refundable Fee per Lot (in PhP)
1	ENGAGEMENT OF A CONSULTANCY SERVICE ON THE PROVISION OF PHILIPPINE MARKET OF HERBAL MEDICINES, TRADITIONALLY-USED HERBAL MEDICINES, AND HEALTH SUPPLEMENTS FROM PHARMACIES, INDUSTRY SALES: DETERMINING THE TRADITIONALLY-USED	5,000,000.00	5,000.00

	HERBAL MEDICINES, AND MEDICINES SUPPLY AND DEMAND SIZE IN THE PHILIPPINES		
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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 ***at least Three (3) prospective bidders*** who will be entitled to submit bids. The criteria and rating system for short listing are:

CRITERIA	PERCENTAGE
Technical Aspect: (60%)	
<p>a. Applicable Experience and Track Record</p> <p><i>No. of years of experience in providing verifiable data, analysis, consulting expertise, and services in the pharmaceutical sector, locally and globally (10%)</i></p> <p>16 years above: 10% 13 – 15 years: 7% 10 – 12 years: 5%</p> <p><i>Similar projects completed within the last 5 years</i></p> <p>Above 10 projects: (10%) 5-10 projects: 7 % Less than 5 projects: 5%</p> <p><i>Similar projects conducted from government institutions within the last ten (10) years (5%)</i></p> <p>5 projects and above: 5% 3-4 projects: 3% 1-2 projects: 2%</p>	25%
<p>b. Qualification of Firm</p> <p><i>Lead shall have an actual hands-on experience on Philippine Pharmaceutical Retail Audit who are qualified to conduct data collection and analysis in the name of the Firm (5%)</i></p> <p>Above 5 years: 5% 5 years and below: 3%</p>	25%

<p><i>Firm with minimum experience working with pharmaceutical companies in Market Share Analysis of five (5) years (5%)</i> 6 years and above: 5% 5 years: 3% below 5 years: 0%</p> <p><i>Education of Project Leader (5%)</i> a. Postgraduate degree Health-related (5%) b. Postgraduate degree not Health-related (3%)</p> <p><i>Expertise of the Project Leader (5%)</i> a. Specialized in the field of health, science, economics, research management, policy development, or social research (5%)</p> <p><i>Expertise of the Personnel involved (5%)</i> a. With 3-4 team members, excluding the project leader, specialized in the field of health, science, economics, research management, policy development, or social research (5%) b. With 1-2 team members excluding the project leader, specialized in the field of health, science, economics, research management, policy development, or social research (3%)</p>	
<p>c. Detailed Work Plan specifying the number of manpower to be assigned for the project and the number of days/months to be allocated for the duration of the project</p> <p><i>Manpower Allocation (4%)</i> a. Detailed manpower plan with roles and number of personnel clearly specified (4%). b. Basic manpower plan with general roles or numbers, but lacking details (2%). c. No manpower plan provided (0%).</p> <p><i>Timeline Allocation (3%)</i> a. Complete and detailed timeline for the project, with clear phase allocation (3%). b. Basic timeline with some details missing (1.5%). c. No timeline provided (0%).</p> <p><i>Task Breakdown (3%)</i> a. Thorough task breakdown with clear deliverables for each phase (3%). b. General task breakdown with some missing details (1.5%).</p>	<p>10%</p>

c. No task breakdown provided (0%).	
Financial Proposal (40.0%)	
a. Price Quotation	40.0%
TOTAL	100.0%

6. Bidding will be conducted through open competitive bidding procedures using **non-discretionary “pass or 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 Procuring Entity use the weights to be allocated for the Technical (60%) and Financial Proposals (40%) 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 *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.
10. For further information, please refer to:

MR. RODELIO D. MENDEZ JR.

Head, BAC Secretariat

PITAHC

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: bac@pitahc.gov.ph

15 August 2024

Sgd.

ATTY. KEENTH N. ALMEÑE

BAC Chairperson