

REQUEST FOR EXPRESSION OF INTEREST FOR PROJECT NO. 2024-02: CONSULTANCY SERVICES FOR SHFC'S ORGANIZATIONAL DEVELOPMENT

1. The *Social Housing Finance Corporation*, through the *Corporate Operating Budget CY2024* intends to apply the sum of Php6,000,000.00 being the Approved Budget for the Contract (ABC) to payments under the contract for *Project No. 2024-02: Consulting Services* for SHFC's Organizational Development Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

2. The *Social Housing Finance Corporation* now calls for the submission of eligibility documents for Consultancy Services for SHFC's Organizational Development. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before March 14, 2024, at 2:00 p.m. at 4/F BDO Plaza Paseo de Roxas, Makati City. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.

3. Interested bidders may obtain further information from *Social Housing Finance Corporation* and inspect the Bidding Documents at the address given below during 9:00 a.m. to 4:00 p.m.

4. A complete set of Bidding Documents may be acquired by interested Bidders on March 7, 2024, from the SHFC website: www.shfc.dhsud.gov.ph/Procurement.html; however, a participating bidder is required to pay the applicable fee in the amount of **Php10,000.00**, pursuant to the latest guidelines issued by the GPPB. The bidder shall allow the bidder to present its proof of payment for the fees in person or through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), 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:

The minimum score to qualify for shortlisting shall be EIGHTY PER CENT (80%)

CRITERIA	RATING/WEIGHT
Technical	
<p>A. Quality of Personnel to be assigned to the Project</p> <p>1. Years of experience in Organizational Development/Reorganization</p> <p>a. More than 20 years (20%)</p> <p>b. More than 15 years to 20 years (16%)</p> <p>c. Fifteen (15) years and below (10%)</p> <p>2. Attended trainings/seminars in Organizational Development (OD), Change Management, Workforce Planning, Project Management, and/or other relevant learning areas in this field</p> <p>a. More than 120 hours (15%)</p> <p>b. 120 hours and below (8%)</p> <p>3. Educational attainment in Human Resource Management, Organizational Development, or other related fields</p> <p>a. Post Graduate Degree holder (10%)</p> <p>b. Bachelor's Degree (5%)</p> <p>4. Undertaken at least one (1) project related to Organization Development with National Government Agency or Government -Owned or -Controlled Corporation</p> <p>a. More than 1 OD-related projects (15%)</p> <p>b. At least 1 OD-related projects (5%)</p>	60%
<p>B. Extent of experience of company in Organizational Development/Reorganization/Human Resource Development</p> <p>a. More than 10 years (40%)</p> <p>b. More than 5 years to 10 years (20%)</p> <p>c. At least five years (10%)</p>	40%
TOTAL	100%

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 Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals. 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 ten (10) months.

9. The Social Housing Finance Corporation 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:

PAULO SHERWIN P. DUMAN
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4/F 8737 BDO Plaza, Paseo de Roxas, Makati City
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(02)8817-3168

March 6, 2024


ATTY. LEO B. DEOCAMPO
Chairperson, BAC-Competitive Bidding