



**REQUEST FOR EXPRESSION OF INTEREST FOR**  
***Consultancy Services for the Implementation of the***  
***Performance Governance System***

1. The *Maritime Industry Authority (MARINA)*, through the *General Appropriations Act of 2018,<sup>1</sup>* intends to apply the sum of *One Million Two Hundred Seventy Seven Thousand Nine Hundred and Twenty Pesos (₱1,277,920.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Consultancy Services for the Implementation of the Performance Governance System in the Maritime Industry Authority*. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *MARINA* now calls for the submission of eligibility documents for the *services of a Consultant for the implementation of the MARINA Performance Governance System particularly, the completion of the “Compliance Stage” in 2018*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before *05 October 2018, 10:00 AM at MARINA Lounge, 4th Floor Parkview Plaza Building, 984 Taft Avenue corner TM Kalaw Street, Ermita, Manila*. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from the *BAC Secretariat, c/o General Services Division – MFAS, Room 404, 4th Floor Parkview Plaza Building, 984 Taft Avenue corner TM Kalaw Street, Ermita, Manila* and inspect the Bidding Documents at the address given below during working days, *8:00 AM to 5:00 PM*.
4. A complete set of Bidding Documents may be acquired by interested Bidders starting *26 September 2018* 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 (₱5,000.00)*.

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 *up to five (5) consultants*<sup>3</sup> prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

CRITERIA	WEIGHT	DOCUMENTARY REQUIREMENTS
<b>Lead Consultant</b>		
<b>1. EDUCATIONAL REQUIREMENT</b>	<b>20%</b>	
Education/Academic degree(s)	Doctoral Degree : 20% Master’s Degree : 15% Bachelor’s Degree: 10%	
<b>2. PROFESSIONAL EXPERIENCE</b>	<b>50%</b>	
2.1 Work experience in strategy management and other relevant systems preferably in the government sector	<u>25%</u> 7 years or more : 25% 4 – 6 years : 20% 3 years or less : 15%	
2.2 Work experience with other government agencies implementing the Performance Governance System (PGS)	<u>25%</u> 5 years or more : 25% 3 – 4 years : 20% below 3 years : 15%	
<b>3. TRAINING</b>	<b>30%</b>	
Has attended and completed relevant training on strategy management	<u>30%</u> 5 or more training: 30% 3 – 4 training : 20% below 3 training : 10%	

---

CRITERIA	WEIGHT	DOCUMENTARY REQUIREMENTS
<b>Technical Consultant</b>		
<b>1. EDUCATIONAL REQUIREMENT</b>	<b>20%</b>	<i>Individuals</i> 1. Curriculum Vitae 2. TOR, Certificate of Completion or Diploma 3. Certification of Completed Projects
Education/Academic degree(s)	Doctoral Degree : 20% Master's Degree : 15% Bachelor's Degree : 10%	
<b>2. PROFESSIONAL EXPERIENCE</b>	<b>50%</b>	
2.1 Relevant work experience with other government agencies implementing the Performance Governance System (PGS)	<u>20%</u> 6 years or more : 20% 4 - 5 years : 15% 3 years or less : 10%	
2.2 Work experience in strategy management and other relevant systems preferably in the government sector	<u>15%</u> 6 years or more : 15% 4 - 5 years : 10% 3 years or less : 5%	
2.3 Relevant work experience in managing/conducting trainings	<u>15%</u> 6 years or more : 15% 4 - 5 years : 10% 3 years or less : 5%	
<b>3. TRAINING</b>	<b>30%</b>	
3.1 Has attended and completed relevant training on strategy management	<u>30%</u> 5 or more training : 30% 3 - 4 training : 20% below 3 training : 10%	

CRITERIA	WEIGHT	DOCUMENTARY REQUIREMENTS
<b>Facilitator</b>		
<b>1. EDUCATIONAL REQUIREMENT</b>	<b>20%</b>	<i>Individuals</i> 1. Curriculum Vitae 2. TOR, Certificate of Completion or Diploma 3. Certification of Completed Projects
Education/Academic degree(s)	Doctoral Degree : 20% Master's Degree : 15% Bachelor's Degree : 10%	
<b>2. PROFESSIONAL EXPERIENCE</b>	<b>50%</b>	
2.1 Relevant work experience with other government agencies implementing the Performance Governance System (PGS)	<u>20%</u> 6 years or more : 20% 4 - 5 years : 15% 3 years or less : 10%	
2.2 Work experience in strategy management and other relevant systems preferably in the government sector	<u>15%</u> 6 years or more : 15% 4 - 5 years : 10% 3 years or less : 5%	
2.3 Relevant work experience in facilitating, documenting and evaluating training	<u>15%</u> 6 years or more : 15% 4 - 5 years : 10% 3 years or less : 5%	
<b>3. TRAINING</b>	<b>30%</b>	
3.1 Has attended and completed relevant training on quality management system and ISO Certification	<u>30%</u> 5 or more training : 30% 3 - 4 training : 20% below 3 training : 10%	

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.
  - (i) 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 *Six (6) months from the receipt of Notice to Proceed*.
9. The *MARINA* 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:

*ATTY. EUSEBIA CADLUM-BOCO*  
*Secretariat, Bids and Awards Committee (BAC)*  
*c/o General Services Division – MFAS,*  
*Room 409, 4th Floor Parkview Plaza Building,*  
*984 Taft Avenue corner TM Kalaw Street,*  
*1000 Ermita, Manila*  
*Tel. No. (02) 524 - 6518*

*25 September 2018*

Sgd.

**SONIA B. MALALUAN**

*BAC Chairperson*