



**University of the Philippines Baguio**

*Governor Pack Road, Baguio City*

## **REQUEST FOR EXPRESSION OF INTEREST**

**FOR THE**

### ***Consulting Services for the Preparation of Environmental Impact Statement and Facilitation of Environmental Compliance Certificate (ECC) Application of UP Baguio***

1. The *University of the Philippines Baguio*, through the *RF/1351<sup>st</sup> Reprogrammed Fund* intends to apply the sum of *One Million Five Hundred Thousand and Five Hundred Pesos (Php 1,500,500.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for the *Consulting Services for the Preparation of Environmental Impact Statement and Facilitation of Environmental Compliance Certificate (ECC) Application of UP Baguio* with Bid Reference Number *UPB-CONSULTING-2023-01*. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *University of the Philippines Baguio* now calls for the submission of eligibility documents for the Procurement of *Consulting Services for the Preparation of Environmental Impact Statement and Facilitation of Environmental Compliance Certificate (ECC) Application of UP Baguio*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before *05 December 2023 (Tuesday), 8:30 a.m.* at the *BAC Office, 1st floor, Iskolar ng Bayan Building, University of the Philippines Baguio, Governor Pack Road, Baguio City*. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from the University of the Philippines Baguio BAC Secretariat by electronic mail to *bac.upbaguio@up.edu.ph* or through its telephone number *(074) 442-3484 or (074) 446-9973* and inspect the Bidding Documents at the address given below during *Mondays to Fridays, 8:30 a.m. to 4:30 p.m. except holidays*.
4. A complete set of Bidding Documents may be acquired by interested Bidders on *28 November 2023 (Tuesday)* from the UP Baguio website (*www.upb.edu.ph/bids-and-awards-committee-bac*) but only shortlisted consultants will pay the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *One Thousand Five Hundred Pesos (PhP 1,500.00)*.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that shortlisted Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

Personal payment at the UP Baguio Cashier's office or thru:

***Bank: Development Bank of the Philippines (DBP)***

***Branch: Baguio City***

***Account Name: UP Baguio Trust Fund***

***Account Number: 0-00363-510-1***

***(Please make at least 2 copies of the deposit slip)***

Issuance of the Official Receipt will be made at the UP Baguio Cash Office, Mondays to Fridays, 8:00 a.m. to 4:00 p.m., except on holidays.

Proof of payment must be presented upon acquiring a complete set of bidding documents at the Bids and Awards Committee Office.

***BAC Office***

***Iskolar ng Bayan Building***

***University of the Philippines Baguio***

***Governor Pack Road, Baguio City***

***Email: bac.upbaguio@up.edu.ph***

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)<sup>1</sup>*** prospective bidders who will be entitled to submit bids. Consultants tied in the 5th place shall still be included. Only those prospective bidders included in the short list with a rating of ***at least seventy (70) points*** shall be allowed to submit bids. The criteria and rating system for short listing are:
  - a. Applicable experience of the consultant in the preparation of the Environmental Impact Statement (EIS) and other related documents required for the application leading to the issuance of an Environmental Compliance Certificate (ECC) ***(40 points)***;
  - b. Qualification of personnel who may be assigned to the project ***(40 points)***;
  - c. Similar or comparable projects ***(10 points)***;
  - d. Current project workload ***(10 points)***.
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.

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<sup>1</sup> For World Bank financed contract, the short list should be six (6) Consultants.

7. The Procuring Entity shall evaluate bids using the ***Quality Cost-Based Evaluation/Selection (QCBE/QCBS) procedure. The weights to be allocated for the technical will be 80% and Financial Proposals 20%.*** The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
8. The contract shall be completed in ***Three hundred (300) Calendar days.***
9. The ***University of the Philippines Baguio*** 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. Ruel C. Lestino***

*Supply and Property Management Office*

*Isabelo delos Reyes Building*

*University of the Philippines Baguio*

*Governor Pack Road, Baguio City*

*Telefax no. (074) 442-3484, (074) 446-9973*

*Email: ***bac.upbaguio@up.edu.ph****

Date of Issue: ***28 November 2023, Tuesday***

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SGD

**JOEL M. ADDAWE**

BAC Chairperson