

**Office of the President  
of the Philippines  
Malacañang**

**BIDS AND AWARDS COMMITTEE**

**Request for Expression of Interest for the  
Procurement of Consulting Services for  
One (1) Lot Service Provider  
to cover the Conduct of Nineteen (19) Batches of 2-day  
Gender Sensitivity Training for all OP Personnel**

1. The **Office of the President (OP)** through the **General Appropriation Act [GAA] FY 2016** intends to apply the sum of **Nine Hundred Fifty Thousand Pesos (P950,000.00) inclusive of all taxes** for the cost of **Procurement of Consulting Services for One (1) Service Provider to cover the conduct of Nineteen (19) Batches of 2-day Gender Sensitivity Training for all OP Personnel**. Bids received in excess of the above cited amount shall be automatically rejected at the opening of the financial proposal.
2. The OP-BAC now calls for the submission of eligibility documents for One (1) Lot Service Provider to cover the conduct of Nineteen (19) Batches of 2-day Gender Sensitivity Training for all OP Personnel. Interested consultants must submit their eligibility documents on or before **March 3, 2016, Thursday, 10:00 AM** at the OP-BAC Secretariat Office, RM 124 Ground Floor Mezzanine, Mabini Hall Building, J.P. Laurel St., San Miguel, Malacañang, Manila. Late submission of Eligibility Documents shall not be accepted. The opening of Eligibility Documents will be held on the same day at **10:05 AM**, at the **OP BAC Bidding Room, Mezzanine Floor (Rm-M127)**, Mabini Hall Bldg., Malacañang, Manila.

Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion. Eligibility Documents will be available starting on **February 19, 2016 to March 3, 2016 from 8:00AM to 12:00N and 1:00PM to 5:00PM, Monday to Friday**.

3. The OP-BAC shall draw up the short list of consultants from those who have submitted Expression of Interest and other required 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 Revised Implementing Rules and Regulations (IRR). The short list shall consist of three (3) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are as follows:

<b>Criteria</b>	<b>Weighted Percentage</b>
Qualifications of Individual Consultant	40%
Current workload relative to job capacity	20 %
Track records of Individual Consultant	40 %

4. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail criterion as specifies in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships.

5. The OP-BAC shall evaluate bids using the Quality-Cost Based Evaluation (QCBE) procedure where the financial and technical proposals are given the corresponding weights:

Financial Proposal \_\_\_\_\_ 30%  
Technical Proposal \_\_\_\_\_ 70%

The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

6. The contract duration is one (1) year commencing on the date of issuance of the Notice to Proceed.
7. The Office of the President-Bids and Awards Committee reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

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or Dir. Gloria M. Bundoc  
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Tel No. (02)784-4286 loc. 4161

  
(Sgd.)Atty. MARIA ESTRELLITA R. REYES  
Vice-Chairperson, Bids and Awards Committee