

**BIDS AND AWARDS COMMITTEE**

**PROCUREMENT OF PDIC NATIONWIDE PUBLIC AWARENESS AND REPUTATION SURVEY**

**(Negotiated Procurement after 2 Failed Biddings)**

8th Floor, Board Room, SSS Makati Building, Ayala Avenue cor. V.A. Rufino St., Makati City

**ABC : P 3,561,600.00**

<b>ELIGIBILITY DOCUMENTS</b>	
1	Eligibility Documents Submission Form ( <b>EDF 1</b> )
2	<b>Phil-GEPS</b> Certificate of Registration under Platinum Membership / Class A documents
<b>Class "A" Documents :</b>	
2.1	Registration Certificate issued by the Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorships, or the Cooperative Development Authority (CDA) for cooperatives.
2.2	Current Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located.
2.3	Current and Valid Tax Clearance as reviewed and approved by the BIR. If a foreign bidder/foreign joint venture partner : Delinquency Verification Certificate issued by the BIR may be submitted in lieu of a Tax Clearance.
2.4	Audited Financial Statements which consist of (i) Auditor's Opinion/Certificate, (ii) Balance Sheet, and (iii) Income Statement, all must be stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions for Tax Year 2020, showing among others, the prospective bidder's total and current assets and liabilities.
<b>TECHNICAL DOCUMENTS</b>	
3	Statement of the prospective bidder of all its ongoing completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the <b>EDS (EDF 2)</b> . The statement shall include, for each contract, the following:  <ul style="list-style-type: none"> <li>the name and location of the contract;</li> <li>date of award of the contract;</li> <li>type and brief description of consulting services;</li> <li>consultant's role (whether main consultant, subconsultant, or partner in a JV)</li> <li>amount of contract;</li> <li>contract duration; and</li> <li>certificate of satisfactory completion or equivalent document specified in the <b>EDS</b> issued by the client or the project owner, in the case of a completed contract;</li> </ul>
4	Statement of the consultant specifying its nationality and confirming that those who will actually perform the services are registered professionals authorized by the appropriate body to practice those professions and allied professions in accordance with clause 1.2, including their <b>respective curriculum vitae</b> .
<b>Class "B" Documents :</b>	
5	If applicable, Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1 (b) of the IRR of RA 9184.

## BIDS AND AWARDS COMMITTEE

### PROCUREMENT OF PDIC NATIONWIDE PUBLIC AWARENESS AND REPUTATION SURVEY

(Negotiated Procurement after 2 Failed Biddings)

8th Floor, Board Room, SSS Makati Building, Ayala Avenue cor. V.A. Rufino St., Makati City

ABC : P 3,561,600.00

TECHNICAL DOCUMENTS	
1	Technical Proposal Submission Form, using the form prescribed in Section VII. Bidding Forms ( <b>TPF 1</b> ).
2	Bid security as prescribed in <b>ITB</b> Clause 15.
3	A brief description of the organization and outline of recent experience of the Consultant and each partner and/or subconsultant on projects of a similar and related nature as required in form <b>TPF 2</b> - Consultant's References.
4	Comments, if any, on the TOR ( <b>TPF 3</b> ) - Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be provided by the Procuring Entity.
5	A concise, complete, and logical description of how the Consultant's team shall carry out the services to meet all requirements of the TOR using <b>TPF 4</b> - Description of the Methodology and Work Plan for Performing the Project.
6	An organization chart of the key and support staff indicating their tasks and relationships amongst the Consultant and any partner and/or subconsultant, the Procuring Entity, the Funding Source and the GoP, and other parties or stakeholders, if any, involved in the project using <b>TPF 5</b> - Team Composition and Task.
7	<p>The name, age, nationality, background employment record, and professional experience of each nominated expert including ongoing projects, with particular reference to the type of experience required for the tasks assigned should be presented in the CV format shown in <b>TPF 6</b> - Format of Curriculum Vitae (CV) for Proposed Professional Staff.</p> <p>The Procuring Entity requires that each expert confirm that the content of his/her CV is correct and the experts themselves should sign the certification of the CV. Signed written commitment stating that the expert shall work for the Project once awarded the contract.</p>
8	A Time Schedule ( <b>TPF 7</b> - Time Schedule for Professional Personnel)
9	<b>TPF 8</b> - Activity (Work) Schedule
10	Omnibus Sworn Statement with attached notarized Secretary's Certificate in case of a corporation, or cooperative; or with attached notarized Partnership-Joint Venture Certificate in case of partnership or joint-venture.