

BIDS AND AWARDS COMMITTEE

SECTION I - REQUEST FOR EXPRESSION OF INTEREST

**PROCUREMENT OF CONSULTING SERVICES OF AN ADVERTISING
AGENCY/PUBLIC RELATIONS AGENCY/MEDIA OUTFIT**

The PHILIPPINE INTERNATIONAL CONVENTION CENTER (PICC) intends to apply the sum of **THIRTEEN MILLION FOUR HUNDRED FIFTY THOUSAND PESOS (₱13,450,000.00)**, being the Approved Budget for the Contract (ABC) for payments under the contract for above-captioned consulting services.

The PICC will now accept from prospective bidders Expressions of Interest (EI) and applications for eligibility and short-listing for abovementioned consulting services to be procured. Interested consultants must submit their EI from **August 31, 2019 to September 25, 2019** at the **BAC Secretariat, Ground, PICC Delegation Building** and secure the Eligibility Documents therefrom. Applications for eligibility will be evaluated on a "pass/fail" basis. A clarificatory meeting will be held on **September 9, 2019 at 10:00 a.m.** at the BAC Conference Room.

The BAC shall draw up the short list of prospective bidders from those who have submitted *EIs* and have been determined as eligible in accordance with the provisions the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184. The short list shall not exceed *FIVE (5)* and the criteria and rating system for short listing are as follows:

Criteria	Rating
1. Applicable experience and capability of the consultant based on its record in previous engagements and quality of its performance; this will also include feedback from its past and present clients on overall work commitments specifically after sales assistance or level of attention given to projects.	50%
2. Must have at least two (2) past and present contracts within the last three (3) years similar in nature and complexity to the contract to be bid. One (1) or two (2) completed contracts should have an aggregate amount equivalent to at least 50% of the ABC.	50%

The minimum average rating to be considered for short-listing is 85%

A two-stage bidding procedure as specified in the RIRR of R.A. 9184 would be employed for this particular requirement. Likewise, only short-listed bidders will be invited to obtain the bid documents and submit bid proposals. Bids will be evaluated using the Quality-Cost Based Evaluation. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals. The contract will be awarded to the Highest Rated and Responsive Bidder (HRRB) which was determined as such during post-qualification. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

Bid Documents shall be available only to shortlisted bidders upon payment of a non-refundable amount of Thirteen Thousand Seven Hundred Fifty Pesos (P13,750.00) to the PICC Treasurer's Office. Interested bidders may obtain further information from BAC Secretariat during office hours. Deadline for the submission of eligibility documents for the short-listing of prospective bidders shall be before 10:00 a.m. of **September 25, 2019**. Opening of the eligibility envelopes shall be conducted on the same day at **10:00am**. BAC Conference Room, Ground floor, PICC Delegation Building.



MELPIN A. GONZAGA
BAC Chairman