



REQUEST FOR EXPRESSION OF INTEREST (EOI)

Procurement of Consulting Services for the Formulation of Master Plan and Feasibility Study for the CEZA Commercial Center in Santa Ana, Cagayan

1. The Cagayan Economic Zone Authority (CEZA) through the Corporate Operating Budget CY2019 intends to apply the sum of **TWELVE MILLION PESOS (PhP 12,000,000.00)** inclusive of all applicable government taxes and charges, professional fees, and other incidental and administrative costs, as the Approved Budget for the Contract (ABC), to payments under the Contract for the subject consulting services. Proposals received in excess of the ABC shall be automatically rejected at the opening of the Financial Proposals.
2. The CEZA now calls for the submission of EOI and eligibility requirements for the **Procurement of Consulting Services for the Formulation of Master Plan and Feasibility Study for the CEZA Commercial Center in Santa Ana, Cagayan**. The contract shall be completed within **six (6) months**.

EOI and Eligibility submissions of interested Consultants must be duly received by the CEZA Bids and Awards Committee (BAC) on or before **February 26, 2019, 9:00AM**, at the following address:

DHART E. CARPIO

BAC Chairman

10th Flr., Greenfield Tower, Mayflower cor. Williams Sts., Greenfield District, Mandaluyong City

3. Interested Consultants may obtain further information from CEZA and acquire a complete set of Bidding/Proposal Documents at the address given above from Mondays to Fridays, 8:00AM to 5:00PM, starting February 19-26, 2019 upon payment of the applicable fee for the Bidding/Proposal Documents in the amount of **PhP 25,000.00**. The Bidding/Proposal Documents may also be downloaded free of charge from the Philippine Government Electronic Procurement System (PhilGEPS) and CEZA websites, provided that Consultants shall pay the applicable fee for the Bidding/Proposal Documents not later than the submission of their proposals.
4. A Pre-Proposal/Bid Conference will be held on February 27, 2019, 9:00AM at 10th Flr., Greenfield Tower, Mayflower cor. Williams Sts., Greenfield District, Mandaluyong City and will be open only to Consultants who have paid the corresponding fee for the Bidding/Proposal Documents. Representative/s should bring a letter addressed to the BAC Chairman certifying that the representative/s has/have authority to speak for and in behalf of the Consultant.
5. Interested Consultants have the option to submit their Legal, Financial and Class "B" Eligibility Documents (1 original copy and 4 copies), as applicable, in advance (**on or before February 26, 2019, 9:00AM**) for preliminary evaluation by the BAC in terms of completeness/compliance. The BAC, however, shall only proceed with the preliminary evaluation upon payment of a participation fee of **PhP 5,000.00**. Note that said amount shall cover the attendant administrative cost for the eligibility check and shortlisting process and shall be deducted from the cost of the

Bidding/Proposal Documents. The BAC, after its preliminary evaluation of advance submissions, shall inform the participating Consultants of any deficiency in their respective submissions at least three (3) calendar days prior to the deadline for submission of Eligibility Documents set in this Request for EOI.

6. The BAC shall draw up the short list of Consultants from those who have submitted EOI, including the Eligibility Documents, and have been determined as eligible in accordance with the relevant provisions of Republic Act (RA) No. 9184, or the Government Procurement Reform Act (GPRA), and its Revised Implementing Rules and Regulations (IRR). The short list shall consist of three (3) to seven (7) prospective Consultants who will be entitled to submit proposals. The criteria and rating system for shortlisting are as follows:

Criteria/Particulars	Firm
I. Experience and Capability of the Firm	Max 60 points
<i>a.</i> Years in the Consulting Services <i>b.</i> Related Experience/Previous Engagements <ul style="list-style-type: none"> i. Similar Experience ii. Relevant Experience 	
II. Qualification of Personnel Who May Be Assigned to the Study*	30 points
<i>a.</i> Education <i>b.</i> Relevant Training <i>c.</i> Related Experience	
III. Financial/Job Capacity**	10 points
Grand Total	100 points

*Only organic personnel may be nominated for the purposes of eligibility and shortlisting wherein the number of nominated personnel must correspond to at least 50 percent of the identified experts under the TOR. However, the personnel to be proposed/nominated under the technical proposal (of shortlisted consultants) may be non-organic and may not be the same personnel nominated in the shortlisting, provided that, the technical proposal (of shortlisted consultants) must include a signed written letter of commitment under oath from the nominated personnel that services of said personnel shall be available for the study should the firm/consultant is awarded the contract. An individual expert for a particular position may only be nominated by one (1) firm for that position.

$$**\text{Financial Capacity} = \frac{\text{Current Assets} - \text{Current Liabilities} - 2 \text{ months of all ongoing contracts}}{2 \text{ months of reimbursable expenses}}$$

7. The selection process will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184. This procurement activity is open to all interested Consultants subject to the conditions for eligibility provided in said Revised IRR.
8. Proposals shall be evaluated using the Quality Based Evaluation/Selection (QBE/QBS) procedure.
9. CEZA reserves the right to reject any and all proposals, including that of a single eligible proponent, waive any minor deviation in the submitted documents which will not materially affect the substance of the proposal, annul the procurement/bidding process, or not award the contract without thereby incurring any liability to the affected participating Consultant/s.
10. For further information, please contact the BAC Secretariat:

THE BAC SECRETARIAT

10th Flr., Greenfield Tower, Mayflower cor. Williams Sts.,
Greenfield District, Mandaluyong City
CP No. 0918-8001351

Issued on February 19, 2019.

(sgd.) DHART E. CARPIO
Chairman
Bids and Awards Committee