



REQUEST FOR EXPRESSION OF INTEREST FOR THE

**Procurement of Consulting Services for the Conduct of
Organizational Analysis and Review Towards Establishing a New
Compensation and Position Classification System (CPCS)
(PEZA-HO-2020-05)**

1. The *PHILIPPINE ECONOMIC ZONE AUTHORITY (PEZA)*, through the Corporate Operating Budget for CY 2020² intends to apply the sum of Eleven Million Pesos (P11,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the **“Procurement of Consultancy Services for the Conduct of Organizational Analysis and Review Towards Establishing a New Compensation and Position Classification System (CPCS) (PEZA-HO-2020-05)”**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial.
2. The *PHILIPPINE ECONOMIC ZONE AUTHORITY* now calls for the submission of eligibility documents for **“Procurement of Consultancy Services for the Conduct of Organizational Analysis and Review Towards Establishing a New Compensation and Position Classification System (CPCS) (PEZA-HO-2020-05)”**. The Authority’s current structure has not undergone any review, much less changes since 1995, and the new CPCS is aimed to address gaps to boost the morale of employees and improve performance and bottom-line results; the deliverables include: 1) realignment of strategic directions and operational requirements; 2) new table of organizational structure; 3) benchmarking with other GOCCs and submission of rationalized compensation system; and 4) training workshops for target groups in PEZA³. Expression of Interest and Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **27 November 2020, 11:00AM** at 8th Floor, DoubleDragon Center West Bldg. DD Meridian Park, Macapagal Ave., Pasay City. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from PEZA Head Office at Telephone No. 85513430 local 200 and inspect the Bidding Documents at the address given below during office hours, 8:00-5:00 Monday-Friday except during holidays.

² In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of LGUs, the Budget for the contract approved by the respective Sanggunian. (Section 5(a), R.A. 9184)

³ A brief description of the terms of reference of the Consulting Service should be provided, including outputs/deliverables, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

4. A complete set of Bidding Documents may be acquired by interested Bidders on 19 November 2020 from the given address. Only shortlisted bidders shall be allowed to submit their bids *upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **TwentyFive Thousand Pesos (PhP25,000.00)***.

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

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)**⁴ prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are (Annexes “A” & “B”):

CRITERIA	MAX POINTS
1. Experience of the Consulting Firm (esp w/ gov't)	40
2. Process, Approach and Methodology (Depth and Comprehensiveness) of the Project Qualifications of	30
3. Senior Members of the Project Team & No. of Personnel to be assigned to the project	20
4. Well Organized Work Plan / Schedule and No. of Personnel Involved	10
TOTAL	100*

*The consultant or provider must have at least a total accumulated points of 75 points to be shortlisted.

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified as specified in the IRR of RA 9184.

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.

7. The Philippine Economic Zone Authority shall evaluate bids using the ***Quality-Cost Based Evaluation/Selection (QCBE)*** procedure). Technical: 80% and Financial: 20%.
8. The contract shall be completed within **ten to fourteen months** (10 to 14 months).
9. The PHILIPPINE ECONOMIC ZONE AUTHORITY 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.

⁴ For World Bank financed contract, the short list should be six (6) Consultants.

10. For further information, please refer to:

*Philippine Economic Zone Authority
Bids and Awards Committee (BAC) Secretariat
8th Floor, Double Dragon Center West Bldg., DD Meridian Park, Macapagal Avenue
Pasay City
Email: bacsec@peza.gov.ph
Telefax No. 8551-3440
Tel. No. 8551-3451 local 213
www.peza.gov.ph*

You may visit the following websites:
For downloading of Bidding Documents:
<http://www.peza.gov.ph/index.php/bid-opportunities>

19 November 2020

(Sgd.)
DDG TERESO O. PANGA
BAC Chairperson