

REQUEST FOR EXPRESSION OF INTEREST FOR

Hiring of an Event Organizer to Mount the 2015 National Conference of District/City Nutrition Program Coordinators (D/CNPC)

1. The NATIONAL NUTRITION COUNCIL, through the General Fund intends to apply the sum of One Million Five Hundred Seventy Two Thousand Six Hundred Fifty Pesos (P1,572,650.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Hiring of an Event Organizer to mount the 2015 National Conference of District/City Nutrition Program Coordinators. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The National Nutrition Council now calls for the submission of eligibility documents for Hiring of an Event Organizer to mount the 2015 National Conference of District/City Nutrition Program Coordinators. Interested consultants must submit their Letter of Intent on or before **11 June 2015 at 5:00 p.m.** Submission and opening of eligibility documents is on or before **15 June 2015 at 2:00 p.m.** Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. The BAC shall draw up the short list of consultants from those who have submitted eligibility documents/Expression of Interest 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 three (3) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:
 1. Applicable Experience (40%)
 2. Current Workload (25%)
 3. Qualification of Personnel (35%)

Pre-bidding Conference will be held on 17 June 2015 at 2:00 p.m.

Opening of Bids will be held on 02 July 2015 at 3:00 p.m.

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

4. The National Nutrition Council shall evaluate bids using the *Quality Cost Based Evaluation (QCBE)*. The Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposal. The criteria and rating system for the evaluation of bids will be as follows:
 - A. Technical Proposal – Weighted Score (75%)
 1. Quality, experience and capability of the consulting firm/contractor (30%)
 - a. Conduct of similar projects in the last 3 years (15%)
 - b. Quality/scope of implementation (15%)

2. Quality and experience of project team to deliver requirements indicated in the TOR (30%)
3. Quality of the overall plan, strategy/approach and methodology to be used (40%)

B. Financial Proposal – 100% Weighted Score (25%)
Minimum Total Score Required (TP & FP) is 75%

5. The contract shall be completed within one (1) year.
6. The National Nutrition Council reserves the right to reject any and all bids, annul the bidding process, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
7. For further information, please contact:
BAC Secretariat
Bids and Awards Committee
National Nutrition Council
2332 Chino Roces Avenue Extension
Taguig City
Telephone No. 816-4239

(Sgd.) CHONA M. FERNANDEZ
Chairperson, Bids and Awards Committee

Cost of Bid Documents: P2,000.00