

REQUEST FOR EXPRESSION OF INTEREST FOR THE PROCUREMENT OF CONSULTANCY SERVICES FOR THE DEVELOPMENT OF THE INCUBATION PROGRAMS FOR THE MARIKINA ENTERPRISE SCALE-UP HUB (MESH)

1. The National Development Company (NDC) (hereinafter called “Procuring Entity”), through the Department of Trade and Industry (DTI) - Competitiveness and Innovations Group (CIG) 2024 Budget, intends to apply the sum of Ten Million Pesos (₱10,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Procurement for the Consultancy Services for the Development of Incubation Programs for the Marikina Enterprise Scale-Up Hub (MESH), with Project Reference No. MR24-10-137. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The NDC now calls for the submission of eligibility documents for the Procurement for the Consultancy Services for the Development of Incubation Programs for the Marikina Enterprise Scale-Up Hub (MESH). Eligibility documents of interested consultants must be duly received by the NDC Bids and Awards Committee (BAC) Secretariat on or before December 18, 2024, 1:00 pm (7th Floor Clock) at 7th floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information and inspect the Eligibility Documents from NDC BAC Secretariat and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
4. A complete set of bidding documents may only be acquired by interested Bidders beginning **December 11, 2024** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the Government Procurement Policy Board (GPPB), in the amount of Ten Thousand Pesos (₱10,000.00).

National Development Company
7th Floor, NDC Building, 116 Tordesillas St.,
Salcedo Village, Makati City

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 shortlist of prospective bidders 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) and as set out in the Terms of Reference (TOR). The shortlist shall

consist of the top five (5) qualified prospective bidders who will be considered in the determination of the Highest Rated Bid (entitled to submit bids.) The criteria and rating system for shortlisting are:

Criteria for Shortlisting	Weight
I. Applicable work experience of the Consultant Firm	45%
II. Qualification of key personnel to be assigned to the Project	50%
III. Current workload relative to capacity	5%
TOTAL SCORE	100%

The prospective bidders must pass the required minimum score of sixty percent (60%) to be shortlisted. Failure of the prospective bidders to meet any of the minimum requirements will be disqualified and will not be considered in the shortlisting.

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

In addition, 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 Procuring Entity shall evaluate bids using the *Quality-Cost Based Evaluation/Selection (QCBE/QCBS)* procedure. The Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

The Technical and Financial Proposal shall be given weights of 85% and 15%, respectively:

RATING CRITERIA FOR SHORTLISTED BIDDER

MESH PROGRAM

A. Technical Proposal (85%)

Criteria	Max Score	Actual
Qualification of personnel to be assigned	50	
a. Experience in the area to be validated	25	
<ul style="list-style-type: none"> ● Overall Project Leader <li style="padding-left: 40px;">With at least 13 years <li style="padding-left: 40px;">With 10-12 years 	 7 5 3	

With 5 to 9 years		
<ul style="list-style-type: none"> Team Leader for Research With at least 6 years With at least 4 years 	4 2	
<ul style="list-style-type: none"> Team Leader for Collaboration With at least 6 years With at least 4 years 	4 2	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(1) With at least 5 years With at least 3 years 	2 1	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(2) With at least 5 years With at least 3 years 	2 1	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(3) With at least 5 years With at least 3 years 	2 1	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(4) With at least 5 years With at least 3 years 	2 1	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(5) With at least 5 years With at least 3 years 	2 1	
b. Education	18	
<ul style="list-style-type: none"> Overall Project Leader With MS or PhD relevant to the job With BS/AB degree or work experience relevant to the job 	4.5 3	
<ul style="list-style-type: none"> Team Leader for Research With MS or PhD relevant to the job With BS degree relevant to the job 	3 2	
<ul style="list-style-type: none"> Team Leader for Collaboration With MS or PhD relevant to the job With BS degree relevant to the job 	3 2	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(1) With MS relevant to the job With BS/AB degree relevant to the job 	1.5 1.0	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(2) With MS relevant to the job With BS/AB degree relevant to the job 	1.5 1.0	
<ul style="list-style-type: none"> Technical/ Subject Matter Specialist(3) With MS relevant to the job With BS/AB degree relevant to the job 	1.5 1.0	

<ul style="list-style-type: none"> ● Technical/ Subject Matter Specialist(4) With MS relevant to the job With BS/AB degree relevant to the job 	1.5 1.0	
<ul style="list-style-type: none"> ● Technical/ Subject Matter Specialist(5) With MS relevant to the job With BS/AB degree relevant to the job 	1.5 1.0	
c. Certifications in Innovation Management	7	
<ul style="list-style-type: none"> ● GIMI 	5	
<ul style="list-style-type: none"> ● Other Certifications 	2	
Experience and Capability of the Consultant/ firm	25	
a. Similar projects conducted for startup in/ for Private Sector		
6 projects and up	10	
4 to 5 projects	10	
1-3 projects	5	
a. Similar projects conducted for startup in/ for the Government Sector		
6 projects and up	15	
4-5 projects	10	
1-3 projects	5	
Adequacy of the proposed methodology and work plan in responding to the TOR	25	
a. Completeness and clarity of work plan and timeline	0-25	

The shortlisted bidder/s must pass the required minimum technical score of 60 points in order to qualify for the consideration of its Financial Proposal.

B. Financial Proposal (15%)

Using the formula: $Sf = 100 \times F1/F$

Where:

SF = Financial Score of the Financial Proposal under consideration

F1 = Price of the lowest financial proposal

F = Price of financial proposal under consideration

8. The contract shall be completed within *127 calendar days as set out in the TOR*.
9. The NDC 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.

10. For further information, please refer to:

MR. JOHNIEREY A. CUETO

Head, BAC Secretariat

National Development Company

7th Floor, NDC Building, 116 Tordesillas St.,

Salcedo Village, Makati City

Tel. Nos.: (02) 8840-4838 to 47 local 232

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NDC website: www.ndc.gov.ph

December 11, 2024

(Originally Signed)
AGM ALEWIJN AIDAN K. ONG
NDC BAC Chairperson