



**INVITATION FOR NEGOTIATED PROCUREMENT  
FOR THE**

***“CONSULTANCY SERVICES IN THE CONDUCT OF SOURCE APPORTIONMENT  
STUDIES FOR DENR EMB-CAR AIR QUALITY MONITORING STATIONS”***

1. In view of the two (2) failed competitive public biddings, the *Environmental Management Bureau – Cordillera Administrative Region (EMB-CAR)*, through its Bids and Awards Committee (BAC), invites interested suppliers to participate in the negotiation for the project: ***“Consultancy Services in the Conduct of a Source Apportionment Studies for DENR EMB-CAR Air Quality Monitoring Stations”*** Contract No. *EMBCAR-2021-\_\_\_\_\_*, through the 2021 *GAA*, intends to apply the sum of *Eight Hundred Thousand Pesos (₱ 800,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for the project. Bids in excess of the Approved Budget for the Contract shall be automatically rejected.
2. The *EMB-CAR* now calls for the submission of eligibility documents for the *Consultancy services in the Conduct of a Source Apportionment Studies for DENR EMB-CAR Air Quality Monitoring Stations (participate in meetings, Phase 1 and Phase 2 Data Analysis, submission of Reports, perform the qualitative and quantitative methods as prescribed in the Scope of Work – to enable monitoring of specific pollutants from different air pollution sources; for the development of a Source Profile; to focus on the receptors mostly influenced by agricultural and mobile sources and to determine the percentage (%) contribution of specific air pollution sources)*.

Eligibility documents of interested suppliers must be duly received by the BAC Secretariat, or via electronic mail to [gso.embcar@gmail.com](mailto:gso.embcar@gmail.com), on or before **August 11, 2021 at 10:00 AM** at *EMB-CAR, DENR Compound, Gibraltar Road, Baguio City*. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.

3. Interested bidders may obtain further information from EMB-CAR at the address given below during 9:00 AM to 4:00 PM.
4. The schedule of bidding activities is herein stated below:

<b>Activity</b>	<b>Schedule</b>
Eligibility Check and Shortlisting	August 11, 2021; 10:00 AM
Submission and Opening of Bids	August 18, 2021; 10:00 AM
Bid Evaluation and Approval of Ranking	August 19, 2021
Post Qualification	August 20, 2021

5. Interested bidders shall refer to the criteria and rating system for short listing:

**ELIGIBILITY REQUIREMENTS**

*Class “A” Document*

A. Legal Documents

PhilGEPS Certificate of Registration and Membership

Mayor's/Business Permit  
Registration certificate from DTI/SEC/CDA

## B. Technical Documents

1. Statement of the prospective bidder of all its ongoing & completed government & private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature & complexity to the contract to be bid, w/n the last five (5) years prior to the deadline for the submission & receipt of bids/quotations. The statement shall include, for each contract, the following:
  - 1.1 the name and location of the contract;
  - 1.2 date of award of the contract;
  - 1.3 type and brief description of consulting services;
  - 1.4 consultant's role (whether main consultant, subconsultant, or partner in a JV);
  - 1.5 amount of contract;
  - 1.6 contract duration; and
  - 1.7 certificate of satisfactory completion or equivalent document issued by the client, in the case of a completed contract.
2. Statement of the consultant specifying its nationality & confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions & allied professions including their respective curriculum vitae

## C. Financial Documents

The Consultant's audited financial statements, showing, among others the Consultant's total current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.

### Class "B" Document

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

## **SHORTLISTING**

### *Rating*

- A. Applicable experience of the consultant and members in the case of joint ventures, considering both the overall experiences of the firm or, in the case of new firms, the individual experiences of the principal and staff, including the time when employed by other consultants (**40%**).
- B. Qualification of personnel who may be assigned to the job vis-à-vis extent & complexity of the undertaking (**30%**).
- C. Current workload relative to capacity (**30%**).

The Passing Rate / Passing Score is **80%**.

6. The procurement will be conducted through a Negotiated Procurement in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

The procurement 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 documents using the *Quality Based Evaluation (QBE)* procedure.

Criteria for Rating and its corresponding rating:

- (a) Quality of personnel to be assigned to the Project which covers suitability of key staff to perform the duties for the Project and general qualifications and competence including education and training of the key staff; **(30%)**
- (b) Experience and capability of the Consultant which include records of previous engagement and quality of performance in similar and in other projects; relationship with previous and current clients; and, overall work commitments, geographical distribution of current/impending projects and attention to be given by the consultant. The suitability of the Consultant to the Project shall consider both the overall experiences of the firm and the individual experiences of the principal and key staff including the times when employed by other consultants; **(30%)** and
- (c) Plan of approach and methodology with emphasis on the clarity, feasibility, innovativeness and comprehensiveness of the plan approach, and the quality of interpretation of project problems, risks, and suggested solutions. **(40%)**

The Passing Rate / Passing Score is **80%**.

8. The contract shall be completed within *Six (6) months*.
9. The *EMB-CAR* reserves the right to reject any and all proposals, 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.

For further information, please refer to:

*ENGR. RAUL G. CUBANGAY*  
*EMB-CAR*  
*DENR Compound, Gibraltar Road, Baguio City*  
*(074) 665-2904*  
*Telefax: (074) 446-6440*

  
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**ENGR. RAUL G. CUBANGAY**  
*BAC Chairperson*