



Republic of the Philippines
BULACAN STATE UNIVERSITY
City of Malolos, Bulacan

REQUEST FOR EXPRESSION OF INTEREST
Procurement of Consultancy Services for the Institutionalization of International English Language Proficiency and Qualifications Assessment
(G-2021-24)

The **BULACAN STATE UNIVERSITY (BuSU)**, through its **Bids and Awards Committee (BAC) for Goods, Supplies, and Services**, invites suppliers/manufacturers/distributors to apply for eligibility and to bid for the hereunder project:

Name of Project: **Procurement of Consultancy Services for the Institutionalization of International English Language Proficiency and Qualifications Assessment**
Location : **Bulacan State University, City of Malolos, Bulacan**
ABC : **Php 3,570,500.00**
Delivery Period : **Twelve (12) Months**

Prospective bidders should have an experience of having completed within the last three (3) years a single contract that is similar to the contract to be bid, and whose value, adjusted to current prices using the wholesale consumer price index, must be at least fifty percent (50%) of the approved budget for the contract to be bid. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary “pass/fail” criterion. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Revised Implementing Rules and Regulations (IRR).

The schedule of activities is listed as follows:

Activities	Date / Time	Venue
1. Advertisement Period	June 4, 2021 to June 11, 2021	PhilGEPS website (www.philgeps.gov.ph), BuSU website (www.bulsu.edu.ph) and at conspicuous places in the premises of BuSU
2. Deadline of Submission of Letter of Expression of Interest and Eligibility Documents	June 14, 2021 (Monday) 8:30 a.m.	Front of Valencia Hall, Bulacan State University
3. Opening and Checking of Eligibility Documents and Shortlisting	June 14, 2021 (Monday) 8:35 a.m.	Front of Valencia Hall, Bulacan State University
4. Notice to Shortlisting Eligible Consultant/s	June 16, 2021 (Wednesday) 8:30 a.m.	
5. Pre-bid Conference	June 17, 2021 (Thursday) 8:30 a.m.	Via Google Meet https://meet.google.com/bfp-roew-ezh
6. Deadline of Submission and Opening of Technical and Financial Proposals	July 1, 2021 (Thursday) 8:30 a.m. and 8:35 a.m.	Front of Valencia Hall, Bulacan State University
7. Negotiation and Post-Qualification	July 7, 2021 (Wednesday) 8:30 a.m.	Via Google Meet https://meet.google.com/pkq-bcqj-mpd

Bid Documents will be available to prospective bidders only upon payment of a non-refundable fee of **Three Thousand Six Hundred Pesos (₱ 3,600.00)** to the Bulacan State University Cashier, City of Malolos, Bulacan.

The Bulacan State University assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid. Moreover, the Bulacan State University reserves the right to reject any or all bid proposal at any time prior to contract award, declare the bidding a failure, or award the contract to the bidder whose offer is the most responsive, lowest calculated bid, and most advantageous to the government.

For further information, please refer to:
Bulacan State University-BAC Secretariat
Guinhawa, City of Malolos, Bulacan 3000
Telefax. No. (044) 794-7755; (044)919-7800 local 1053
Email Address:
bulsu.bac2secretariat@bulsu.edu.ph
Website: www.bulsu.edu.ph


DR. DOLLY P. MAROMA
BAC Chairperson- Goods, Supplies, & Services



Republic of the Philippines
BULACAN STATE UNIVERSITY
City of Malolos, Bulacan
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BIDS AND AWARDS COMMITTEE FOR GOODS, SUPPLIES, AND SERVICES

Project Reference No.: G-2021-24

Date: June 4, 2021

REQUEST FOR EXPRESSION OF INTEREST

Procurement of Consultancy Services for the Institutionalization of International English Language Proficiency and Qualifications Assessment (G-2021-24)

1. The *Bulacan State University (BulSU)*, through the *Fiduciary Fund 2021* intends to apply the sum of *Three Million Five Hundred Seventy Thousand Five Hundred Pesos Only (₱ 3,570,500.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Procurement of Consultancy Services for the Institutionalization of International English Language Proficiency and Qualifications Assessment*. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *Bulacan State University (BulSU)* now calls for the submission of eligibility documents for *Procurement of Consultancy Services for the Institutionalization of International English Language Proficiency and Qualifications Assessment*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **June 14, 2021, 8:30 a.m.** at Front of Valencia Hall, Bulacan State University, Guinhawa, City of Malolos, Bulacan 3000. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from *Bulacan State University* and inspect the Bidding Documents at the address given below during *8:00 a.m. to 5:00 p.m., Monday to Friday (Except on holidays)*.
4. A complete set of Bidding Documents may be acquired by interested Bidders on **June 4, 2021 – July 1, 2021** from the address below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Three Thousand Six Hundred Pesos Only (₱ 3,600.00)*.

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 at least **three (3) prospective bidders** who will be entitled to submit bids. The criteria and rating system for short listing are:

<i>Evaluation Criteria</i>	<i>Weight</i>
<i>Technical Proposal</i>	<i>60%</i>
<i>Financial Proposal</i>	<i>40%</i>
<i>Total</i>	<i>100%</i>

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion 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 Procuring Entity shall evaluate bids using the *Quality-Cost Based Evaluation/Selection (QCBE/QCBS)* procedure. Technical Proposal is 60% and Financial Proposal is 40%. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
8. The contract shall be completed within *twelve (12) months*.
9. The *Bulacan State University (BulSU)* 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:

Joseph Raphael DG Francisco
Procurement Office (BAC Secretariat Division)
Bulacan State University
Guinhawa, City of Malolos, Bulacan 3000
Tel. No. (044)919-7800 local 1053; Fax No. (044) 794-7755
Email Address: bulsu.bac2secretariat@bulsu.edu.ph
Website: www.bulsu.edu.ph

11. You may visit the following websites:

For downloading of Bidding Documents:

Email Address: bulsu.bac2secretariat@bulsu.edu.ph
Website: www.bulsu.edu.ph


DR. DOLLY P. MAROMA
Chairperson
BAC Goods, Supplies, & Services