

Bid Bulletin No. 4

**“Consulting Service for the Evaluation of Micro, Small, and Medium Enterprises Development Plan (MSMEDP) 2017-2022”
Bidding No. 22-022A**

October 17, 2022

This Bid Bulletin No. 4 is hereby issued to modify or amend the Bidding Documents.

Terms of Reference

A. Qualified Bidders Selection Criteria

The following criteria will be used to assess responding bidders based on Quality-Cost Based Evaluation/Selection (QCBE/QCBS) procedure. Passing score is 70%.

1. Technical Proposal (70%)

a. Qualifications of key personnel (45 pts)

Each consultant/ bidder shall submit curriculum vitae which shall be assessed based on experience and academic qualifications.

Team Role	Equivalent Score
Project Manager/Team Leader	1 point for a master's degree earned and an additional 1 point for additional master's/post-graduate, a maximum of 2 points, 1 point for every relevant work experience in industry or MSME development covering policy research, program development and management, and/or strategic planning; <i>Maximum of 15 points</i>
MSME and Industry Development Expert	1 point for master's degree earned, 1 point for every relevant work experience in industry and MSME development; <i>Maximum of 10 points</i>
Data Analysis Expert	1 point for master's degree earned, 1 point for every relevant work experience in results-based management and/or data analysis; <i>Maximum of 10 points</i>
Monitoring and Evaluation Expert	1 point for master's degree earned,

	<p>1 point for every relevant work experience in program/ policy monitoring and evaluation;</p> <p><i>Maximum of 10 points</i></p>
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Note: Master's/post-graduate degree must be related to business/ entrepreneurship, public policy/ relations, governance, economics, economic/ data analysis or science, monitoring and evaluation, or other degree relevant to the role.

The listed relevant work experience must indicate the following information:

- Project Title and brief description
- Designation/ Role
- Duration/ period of involvement
- Implementing/ lead organization

b. Track Record (15 pts)

Number of completed related projects on MSME and industry development:

- Four (4) or more projects
- Two (2) to three (3) projects
- One (1) project
- No project completed

Each bidder shall identify relevant projects:

Name of Similar Project	Project Description	Client	Period of Contract	Completion Date	Amount of Contract	Proof of Completion/ Acceptance <i>(attach necessary documents)</i>

c. Current workload relative to capacity (15 pts)

Number of ongoing projects

- 0-1 project
- 2-3 projects
- 4 or more projects

d. Proposed Methodology (25pts)

Each bidder shall submit their technical proposal that should contain the proposed methodology and design, including timelines in consideration of the project duration. A maximum of 20 minutes shall be given to each bidder to present the proposed methodology after the opening of the technical proposal/bid.

Rating of the proposed methodology shall be based on:

Measures		
1	Clarity	a. ALL recommendations are completely clear and there are NO confusing information.
		b. One or two recommendations are not completely clear and there are one or two confusing information.
		c. Several recommendations are not completely clear and there are several confusing information.
		d. Many recommendations are not completely clear and there are a lot of confusing information.
2	Feasibility	a. All recommendations are feasible/realistic and highly likely to produce desirable outcomes and associated risks are minimal.
		b. Most (80%-above) are reasonably feasible/realistic and likely to produce desirable outcomes and associated risks are moderate (average/common).
		c. Many (50%-79%) are reasonably feasible/realistic and likely to produce desirable outcomes and associated risks are moderate (below average/uncommon).
		d. Many are unrealistic/ unfeasible and unlikely to produce desirable outcomes and associated risks are unacceptable.
3	Comprehensiveness	a. Details of the methodology, workplan and recommendations are thoroughly presented and explained.
		b. Details of the methodology, workplan and recommendations are clearly presented.
		c. Details of the methodology, workplan and recommendations are generally presented.
		d. Details of the methodology, workplan and recommendations are vaguely presented.

2. Financial Proposal (30%)

Each bidder shall submit its financial proposal not exceeding PhP3,200,000.00 inclusive of taxes.

For the guidance and information of all concerned.

SGD.

ATTY. ANN CLAIRE C. CABOCHAN, CESO II

Assistant Secretary

Chairperson, DTI Bids and Awards Committee

Conforme:

 Name and Signature of
 Authorized Representative
 Date: _____