



REQUEST FOR EXPRESSION OF INTEREST

Project Reference No. REI-CO-19-001-REP

1. The Housing and Land Use Regulatory Board (HLURB), through the General Appropriations Act of 2019 intends to apply the sum of **One Million Six Thousand Pesos (₱1,006,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Project "***Consultancy Services for the Systems Development of the HLURB Human Resource Management Information System (HRMIS)***". Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The HLURB now calls for the submission of eligibility documents for *the above-mentioned Project*. The Consultant is expected to meet the following objects for the duration of the Project:
 - To develop a web application system for Human Resource Management Section that shall: (1) *Comply with the Civil Service Commission with regards to their Inventory of Government Human Resources, Statistics Reports (IGHRS)*; (2) *Easy access of HR information/data*; (3) *Tracking and monitoring of employees records*; (4) *Generation of comprehensive reports*; (5) *Be replicable for use in both the Department of Human Settlements and Urban Development (DHSUD) and the Human Settlements Adjudication Commission (HSAC) after the transition period of R.A. 11201*; and (6) *Other related outputs*.

Detailed service requirements are indicated in the Terms of Reference (TOR) of the Project (see Annex A).

3. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **July 26, 2019, 10:00 A.M.** at 7/F Sunnymede IT Center, 1614 Quezon Ave., Brgy. South Triangle, Quezon City. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.
4. Interested bidders may obtain further information from the HLURB-Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below from 9:00 A.M. to 4:00 P.M. during regular office/working days.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 12, 2019 to July 26, 2019**, from 9:00am to 4:00pm at the address mentioned below.

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.

6. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138, cooperatives duly organized under the laws of the Philippines, and to Persons/entities forming themselves into a joint venture, i.e. group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract.
7. 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 **five (5)** prospective bidders who will be entitled to submit bids. In accordance with Section 24 of RA 9184 and its IRR, the criteria and rating system for short listing are:
 - i. Applicable experience and capability of the consultant and members, in case of joint venture, considering both the overall experience of the firms or, in the case of new firms, the individual experiences of the principal and key staff, including the times when employed by other consultants (20 points);
 - ii. Qualification of personnel who may be assigned to the Project vis-à-vis extent and complexity of undertaking (70 points); and
 - iii. Current workload relative to capacity (10 points).
8. The HLURB shall evaluate bids using the Quality Cost Based Evaluation (QCBE) at a weight ratio of eighty-five percent (85%) for the Technical Proposal and fifteen percent (15%) for the Financial Proposal. The criteria and rating system for the evaluation of bids shall be provided in detail in the Eligibility Data Sheet.
9. The contract shall be completed within **five (5) months** from receipt of Notice to Proceed, with a warranty period of six (6) months from successful deployment.
10. The HLURB 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.

11. For further information, please contact:

HLURB-BAC Secretariat
Housing and Land Use Regulatory Board
8/F Sunnymede IT Center
1614 Quezon Ave., Brgy. South Triangle
Quezon City
Telephone No. (02) 924-3372
E-mail: ps_admin@hlurb.gov.ph


COMM. MELZAR P. GALICIA
Chairperson, HLURB-BAC