

REQUEST FOR EXPRESSION OF INTEREST

REI-CO-14-003

PROCUREMENT OF CONSULTING SERVICES FOR SYSTEMS DEVELOPMENT FOR REM, HOA AND CASES

1. The **Housing and Land Use Regulatory Board**, through the General Appropriations Act of 2014 intends to apply the sum of **Three Million Five Hundred Thousand Pesos (P3,500,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for Consulting Services for Systems Development for Real Estate Management (REM), Homeowners Association (HOA) and Cases. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The Housing and Land Use Regulatory Board now calls for the submission of eligibility documents for the Systems Development. Interested consultants must submit one (1) original and nine (9) copies of their eligibility documents (properly arranged and labeled per Form No. BAC-ITS-B-PQ-2) **on or before July 15, 2014 not later than 10:00 am** at the HLURB Central Office, Kalayaan Avenue corner Mayaman Street, Diliman, Quezon City. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion. Eligibility documents submitted after the deadline shall not be accepted by the Special BAC-IT Systems.
3. The Special BAC-IT Systems shall draw up the short list of consultants from those who have submitted *Eligibility Documents and Expression of Interest* 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. The criteria and rating system for short listing are:

Criteria	Rating
Applicable experience of Firm	30%
Qualifications of Personnel who may be assigned to the job	50%
Current workload relative to capacity	20%

In order to be included in the shortlist, a consultant must get a total score of at least 50%. All interested bidders should submit requirement for evaluation following the list and format stipulated in the Eligibility Documents.

4. 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, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

5. Minimum of 5 years existence, reckoned from the date of registration with the Department of Trade and Industry (DTI) for sole proprietorships; Securities and Exchange Commission (SEC) for corporations and partnerships; or Cooperative Development Authority (CDA) for cooperatives; previous existence as one type of business enterprise shall not be cumulative with the subsequent existence as another type of business enterprise (e.g. years as a partnership shall not

be added to subsequent years as a corporation). The firm must provide proof of permanent business address for at least five (5) years.

6. The Procuring Entity shall evaluate bids using the **Quality Cost Based Evaluation** procedure. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
7. The contract shall be completed within **four (4) months** from the issuance of the Notice to Proceed.
8. The Housing and Land Use Regulatory Board reserves the right to reject any and all bids, annul the bidding process, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
9. Objective of the project is to develop a web based system using open source technology to track down and monitor the status of projects applied for and issued License to Sell (LS) up to the completion of development and donation to the Local Government Units; application and status of Homeowners Association; and the tracking of cases and appeals filed with the HLURB.
10. For further information, please refer to:

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June 25, 2014

Commissioner LINDA L. MALENAB-HORNILLA
Special BAC-IT Systems Chairperson