

REQUEST FOR PROPOSAL (Individual Consultant)

1. The Philippine Institute for Development Studies (PIDS) invites all eligible consultants to submit proposals for the provision of consultancy services entitled “**Conduct of Baseline Study on Policy and Governance Gaps for the Local Government Support Fund Assistance to Municipalities (LGSF-AM)**”
2. The study aims to address policy and governance gaps in the implementation of local programs and projects through the harmonization of LGSF-AM’s processes with the existing systems of the local government, strengthening the latter. Details of the project are contained in the attached Terms of Reference.
3. The approved budget for the abovementioned research project is PhP472,500.00 and will be implemented for approximately 9 months.
4. To be registered and eligible to be included in the PIDS’ database of research consultants, interested proponents must submit the following documents:
 - a. Curriculum Vitae;
 - b. Technical and Financial proposals using the PIDS-prescribed form (see attached);
 - c. PhilGEPS registration number;
 - d. Omnibus Sworn Statement in accordance with Section 25.3 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184 IRR;
 - e. Income/Business Tax Return (only for approved budget above PhP500,000.00);
 - f. BIR Certificate of Registration (may be submitted prior to the issuance of Notice of Award); and
 - g. Filled-up registration form, which includes information on completed contracts and all on-going government and project contracts, including contracts awarded but not yet started (see attached).
5. Interested consultants may obtain further information from the Procurement Management Division c/o Sharold B. Magallones at 18/F Three Cyberpod Centris – North Tower, EDSA cor. Quezon Ave., Quezon City, or via email at smagallones@mail.pids.gov.ph.
6. The Institute shall adopt the Quality-Based Evaluation Procedure in the selection of consultants.
7. Deadline for the submission of eligibility requirements and technical and financial proposals for the abovementioned research project is on **May 14, 2018** at 2:00 p.m. addressed to:

Sonny N. Domingo – Chairperson, BAC for Consultancy Services
c/o The BAC Secretariat (Consultancy Services)
18/F Three Cyberpod Centris – North Tower, EDSA cor. Quezon Ave., Quezon City
8. PIDS reserves the right to reject any or all the proposals, or declare a failure of bidding, or not award the contract, if there is evidence of collusion including any act which restricts, suppresses or nullifies competition, or if there is a failure to follow the prescribed bidding procedures. PIDS also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to PIDS.

SONNY N. DOMINGO
Chairperson
PIDS-BAC for Consultancy Services

Please view/download the Terms of Reference and forms from the links below:

Terms of Reference:

<https://drive.google.com/file/d/1L3kPnI5ytbVXS4x0pNBftrTXaSk2UmVc/view?usp=drivesdk>

Forms:

<https://drive.google.com/drive/folders/0B-nQeegr5GN5MUduUHp4cDZIMTA>