



**REQUEST FOR EXPRESSION OF INTEREST FOR
PREPARATION OF A FEASIBILITY STUDY AND
CONCEPTUAL DESIGN OF AN OFFICE BUILDING
WITH COMMERCIAL FACILITIES FOR THE
NATIONAL TOBACCO ADMINISTRATION (NTA)
(PB 2019-02)**

1. The *National Tobacco Administration (NTA)*, through its *Corporate Operating Budget for CY 2019*, intends to apply the sum of *Php 7 Million*, being the Approved Budget for the Contract (ABC), to payments under the contract for **PREPARATION OF A FEASIBILITY STUDY AND CONCEPTUAL DESIGN OF AN OFFICE BUILDING WITH COMMERCIAL FACILITIES FOR THE NATIONAL TOBACCO ADMINISTRATION (NTA) (PB 2019-02)**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The *NTA* now calls for the submission of eligibility documents for *the preparation of a feasibility study and conceptual design of an office building with commercial facilities for the NTA, to be located at the 4th Floor, Training Room, 1184 Ben Lor Building, Quezon Avenue, Quezon City*. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before *June 03, 2019, at 10:00 a.m., at the 4th Floor, Training Room, 1184 Ben Lor Building, Quezon Avenue, Quezon City*. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from *NTA* and inspect the Bidding Documents at the address given below during 8:00 am to 5:00 pm.
4. A complete set of Bidding Documents may be acquired by interested Bidders on *May 25, 2019 to June 24, 2019, 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 Php10,000.00*.

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 2016 Implementing Rules and Regulations (IRR). The short list shall consist of *five (5)* prospective bidders, who will be entitled to submit bids. The criteria for short listing are: (1) experience of the

consultancy firm; (2) qualification of personnel, and (3) current workload; and the rating system is by point score: 70% for the technical component and 30% for the financial component.

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)*. 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 *forty-five (45) days*.
9. The *NTA* 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:

CRISTINA C. LOPEZ, DBA
National Tobacco Administration
Cors. Scout Reyes Street and Panay Avenue, Quezon City
Tel No. 373 2092;
cclnta@yahoo.com
Website Address: nta.da.gov.ph


CRISTINA C. LOPEZ, DBA
Chairperson, NTA-BAC