Republic of the Philippines

Office of the Solicitor General

OSG Bldg. 134 Amorsolo St., Legaspi Village, Makati City
Tel No. 8988-1674 loc. 777; & 8836-3314; Telefax No. 8813-11-74
Website: www.osg.gov.ph

REQUEST FOR EXPRESSION OF INTEREST FOR

[RE-BIDDING] PROCUREMENT OF CONSULTING SERVICES FOR CONTRACTOR-LED COMPETENCY ASSESSMENT FOR THE OFFICE OF THE SOLICITOR GENERAL (OSG)

1. The *Office of the Solicitor General (OSG)*, through the authorized appropriations under Republic Act 12116 or the General Appropriations of FY 2025, intends to apply the sum of **One Million Four Hundred Sixty Eight Thousand Pesos Only (₱1,468,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the ***Procurement of Consulting Services for Contractor-LED Competency Assessment / OSG PR No. 025-05-068.*** Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

2. The OSG now calls for the submission of eligibility documents for the above-mentioned project, in the duration of which the Consultant is expected to provide **technical assistance to quickly gain competency insights by developing the necessary competency assessment tools or processes and facilitate such tools for the OSG based on the approved competency frameworks.**

   The eligibility documents of interested consultants must be duly received by the BAC Secretariat through manual submission on or before ***4 September 2025 10:00a.m.*** at *134 Amorsolo St. Legaspi Village, Makati City. Late bids shall not be accepted.* Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.

   The detailed service requirements are indicated in the Terms of Reference for the project attached herewith as Section VI.

3. Interested bidders may obtain further information from the BAC Secretariat and inspect the Bidding Documents at the address given from 08:00am to 05:00pm, Mondays to Fridays, except holidays.

4. A complete set of Bidding Documents may be acquired by interested bidders from **8:00am to 5:00pm, Mondays to Fridays, except holidays,** starting ***28 August 2025,*** at the given address and website(s) and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php5,000.00)**. Interested bidders may purchase the bidding documents by depositing the amount of **Five Thousand Pesos (Php5,000.00)** with the **OSG Trust Fund 101 Account Number 1802-1016-23**, Office of the Solicitor General, Land Bank

of the Philippines, Paseo de Roxas Branch, Makati City and submitting the proof of deposit at **fms@osg.gov.ph**, or by paying directly with the Cashier's Office at the Office of the Solicitor General, 134 Amorsolo Street, Legaspi Village, Makati City.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the OSG website, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their technical and financial proposals.

5. The BAC shall draw up the short list of consultants from those who have submitted Expressions of Interest and 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 at least two (2) prospective bidders who will be entitled to submit bids. The Consultant shall be selected based on the following criteria:

CRITERIA	WEIGHT
Quality of Personnel	50%
Experience of the Firm	30%
Plan of Approach and Methodology	20%

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, 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 Based Evaluation/Selection (QBE/QBS)* procedure.

8. The contract shall be completed within *six (6) months or twenty-four (24) weeks.*

9. The OSG 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, 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:

    Christian D. Buat
    Administrative Division – Procurement Section / BAC Secretariat
    Office of the Solicitor General
    6th Flr., OSG Building, 134 Amorsolo St., Legaspi Village, Makati City 1229
    E-mail Address: **osg.procurement@yahoo.com** and/or **rfq.osgprocurement@gmail.com**
    Tel No. (02) **8988-1674** loc. **777** / (02) **8836-3314** / Telefax No. (02) **8813-1174**
    Website: **www.osg.gov.ph**

11. You may visit the following websites to download the Bidding Documents: https://osg.gov.ph/page?call=proc-biditems

Date of Issue: ***August 28, 2025***

SHARON E. MILLAN-DECANO
Assistant Solicitor General
Chairperson, Bids and Awards Committee