



**PHILIPPINE NATIONAL OIL COMPANY
PNOC BLDG. 6, ENERGY CENTER, RIZAL DRIVE,
BONIFACIO GLOBAL CITY, TAGUIG CITY**

PHILIPPINE BIDDING DOCUMENTS

**Project Title : Rebidding of Consultancy Services for the
Preparation of Studies for PNOC Projects**

REI No. : 2025-04-092

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**Rebidding of Consultancy
Services for the Preparation
of Studies for PNOC
Projects**

REI No.: 2025-04-092

PART I

Checklist of Eligibility Requirements

1. Eligibility documents Submission Form (Annex A)

Class “A” Documents

Legal Documents

2. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

3. Statement of Consultant’s Nationality (Annex B)
4. Curriculum Vitae for the Proposed Professional Staff (Annex C)
5. Statement of Completed Contracts (Annex D)
6. Certificate of Good Standing, Acceptance Report, Certificate of Satisfactory Service Rendered, or Any Proof of Satisfactory Completion of Completed Contracts
7. Statement of Ongoing and Awarded but Not Yet Started Contracts (Annex E)

Class “B” Document

8. Valid Joint Venture Agreement (JVA) if JV is in existence or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Section I. Request for Expression of Interest



PHILIPPINE NATIONAL OIL COMPANY

PNOC Building VI, Energy Center

Rizal Drive, BGC, Taguig City

Tel. No.: 789 – 7662

www.pnoc.com.ph

www.philgeps.gov.ph

REQUEST FOR EXPRESSION OF INTEREST

Rebidding of Consultancy Services for the Preparation of Studies for PNOC Projects

Request for Expression of Interest No. 2025-04-092

1. The **PHILIPPINE NATIONAL OIL COMPANY. (PNOC)**, through the **2025 Approved Corporate Operating Budget** intends to apply the sum of Six Million Seven Hundred Fifty Thousand Pesos (PhP6,750,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for **Rebidding of Consultancy Services for the Preparation of Studies for PNOC Projects**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The **PNOC** now calls for the submission of eligibility documents for the **Rebidding of Consultancy Services for the Preparation of Studies for PNOC Projects**. Eligibility documents of interested consultants must be duly received by the BAC Secretariat on or before **April 29, 2025 (10:00AM PST)** at **PNOC Bldg. 6, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City**. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
3. Interested bidders may obtain further information from the **PNOC Procurement Management Division** and inspect the Bidding Documents at the address given below during **working days from 8:00 AM to 5:00 PM**.
4. The Bidding Documents (Part 1) may be acquired on **April 22, 2025** by interested Consultants from the address below. Short Listed Consultants may only be allowed to acquire the Bidding Documents (Part 2) and drop their Technical and Financial Proposals upon payment of the applicable bidding documents fee, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Six Thousand Seven Hundred Pesos (PhP6,700.00)**.

Bidding Documents 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. Opening of Eligibility Documents shall be **immediately after the deadline of submission** at the given address below and/or via **Google Meet**. Eligibility Documents shall be opened in the presence of the bidders’ representatives who choose to attend the activity. Late submissions shall not be accepted

6. 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 bidders who will obtain at least fifty (50) points out of one hundred (100) and will be eligible to submit bids. The criteria and rating system for short listing are:

- a. *Applicable Years of Experience and Track Record of the Consultancy Management Services/Firm* : 30 points
- b. *Qualification of Personnel to be assigned to the Project* : 50 points
- c. *Current Workload Relative to Capacity* : 20 points

7. 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.

8. The Procuring Entity shall evaluate bids using the *Quality - Cost Based Evaluation/Selection (QCBE/QCBS)* procedure. The weights to be allocated for the Technical Proposal is *Eighty Percent (80%)* and Financial Proposal is *Twenty Percent (20%)*. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

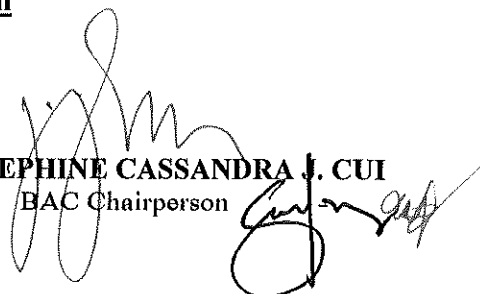
9. The contract shall be completed within a period of Twenty-four (24) weeks from the receipt of the Notice to Proceed.

10. The *PNOC* 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 refer to:

The Secretariat
Bids and Awards Committee
Philippine National Oil Company
G/F PNOC Bldg. 6, Energy Center, Rizal Drive,
Bonifacio Global City, Taguig City
Tel. Nos.: 8789 – 7662 local 7757
Email: cfmelo@pnoc.com.ph / procurement@pnoc.com.ph
Website: www.pnoc.com.ph / www.philgeps.gov.ph

ATTY. JOSEPHINE CASSANDRA J. CUI
BAC Chairperson



Section II. Eligibility Documents

Notes on the Eligibility Documents

This Section provides the information necessary for prospective bidders to prepare responsive Eligibility Documents in accordance with the requirement of the Procuring Entity.

The provisions contained in this Section are to be used unchanged. Additional information or requirements specific to each procurement shall be specified in the EDS.

1. Eligibility Criteria

- 1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
 - (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines; or
 - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 1.2. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the **EDS**.
- 1.3. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the conditions stated in the **EDS**.
- 1.4. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

2. Eligibility Requirements

- 2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:
 - (a) Class “A” Documents –

Legal Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR, provided, that the winning Consultant shall register with PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
 - (ii.1) the name and location of the contract;
 - (ii.2) date of award of the contract;
 - (ii.3) type and brief description of consulting services;
 - (ii.4) consultant's role (whether main consultant, subconsultant, or partner in a JV)
 - (ii.5) amount of contract;
 - (ii.6) contract duration; and
 - (ii.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (iii) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae.

- (b) Class "B" Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation

of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.

- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subconsultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. ___ - ELIGIBILITY DOCUMENTS". These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the prospective bidder in capital letters;

- (c) be addressed to the Procuring Entity’s BAC specified in the **EDS**;
 - (d) bear the specific identification of this Project indicated in the **EDS**; and
 - (e) bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4 Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity’s BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the **EDS**.

6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause 0 shall be declared “Late” and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of submission and opening of eligibility documents, the Bidder’s name, its representative and the time the eligibility documents were submitted late.

7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as “ELIGIBILITY MODIFICATION” and stamped “received” by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.
- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.
- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach

and be stamped by the BAC before the deadline for submission and receipt of eligibility documents.

8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the **EDS**. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.

- 8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:

- (a) the name of the prospective bidder;
- (b) whether there is a modification or substitution; and
- (c) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.

- 8.4. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed" for the particular eligibility requirement concerned. If a prospective bidder is rated "passed" for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "eligible." If a prospective bidder is rated "failed" in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "ineligible." In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

9. Short Listing of Consultants

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.
- 9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.
- 9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

10. Protest Mechanism

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

Section III. Eligibility Data Sheet

Eligibility Data Sheet

Eligibility Documents	
1.2	<p>Consultant shall undertake the following:</p> <p>The principal tasks, duties and responsibilities of the Consultant are outlined below.</p> <p>1. Energy Solutions in Geographically Isolated and Disadvantaged Areas (GIDA)</p> <p>This initiative will be carried out in two phases:</p> <p>Phase 1: Concept Studies for Nine (9) Shortlisted GIDA</p> <p>The Consultant shall prepare Nine (9) concept studies for the identified sites. The minimum activities for the Concept Studies are as follows:</p> <ul style="list-style-type: none"> ● Conduct a preliminary assessment of potential sites for energy solutions with emphasis in GIDA. ● Identify the most suitable energy technologies (such as solar, wind, battery storage, LNG, etc.) for each location. ● Provide indicative capital and operating costs for each site. ● Evaluate the economic, environmental, and social benefits. ● Prepare an initial financial assessment, including estimated tariff impact, potential subsidies, and revenue projections. ● Present findings to PNOC Management for review and decision on which sites will proceed to detailed feasibility study. <p>Phase 2: Feasibility Study for Three (3) GIDA</p> <p>The Consultant shall prepare Feasibility Studies for identified sites of PNOC. The minimum activities for the Feasibility Studies are as follows:</p> <ul style="list-style-type: none"> ● Conduct in-depth market analysis, including power demand forecasting and identify potential off-takers. ● Develop technical feasibility assessments, including system design, energy yield analysis, and interconnection options. ● Refine financial modeling, calculating financial indicators such as, but not limited to, Internal Rate of Return (IRR), Net Present Value NPV), Levelized Cost of Energy (LCOE), payback period. ● Identify regulatory requirements and permitting processes. ● Conduct risk assessment to address technical, financial, and policy risks. ● Provide recommendations on business models (e.g., Public-Private Partnerships, Lease-to-own, Direct Government

Investment)

Target Areas for Concept Studies (Shortlisted GIDA Sites):

- Luzon
- Visayas
- Mindanao

**Specific locations will depend on the discretion of the PNOC Management*

2. Development of Business Models for PNOC as an Energy Service Company (ESCO) for Government Buildings

The Consultant shall conduct a feasibility study and prepare a business model based on a market study that will assess government agencies' awareness of the benefits of energy efficiency, determine the factors preventing their adoption of such practices, and evaluate their interest in a financing model where PNOC funds the conduct of energy audits and the installation of energy solutions, with PNOC, as the ESCO, gets paid back over time through energy savings or usage-based-payments. The business model should not be construed as a competition to the private sector.

The feasibility report should include the following sections:

- **Market and Policy Analysis**
 - Evaluate the regulatory framework governing energy efficiency in the Philippines.
 - Identify available incentives and financing options for government agencies.
 - Assess challenges and compliance requirements in implementing projects.
- **Business Model Development**
 - Explore and evaluate various business models for PNOC, including leasing, Power Supply Agreements (PSAs), and hybrid financing.
 - Recommend the best models suited for government agencies based on financial and operational considerations.
 - Establish a pricing and revenue generation framework to ensure financial viability.
- **Financial and Risk Analysis**
 - Develop financial projections, including ROI and payback period calculations.
 - Identify potential funding sources, including PPP opportunities.
 - Propose risk mitigation strategies to address financial, regulatory, and operational uncertainties.
- **Implementation Framework**

	<ul style="list-style-type: none"> ○ Outline technical, operational, and contractual requirements for project deployment. ○ Establish key performance indicators (KPIs) to measure project success.
1.3	No further instructions.
2.1(a)(ii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within five (5) years prior to the deadline for the submission and receipt of eligibility documents.
2.1(a)(ii.7)	<p><i>Acceptable proof of satisfactory completion of completed contracts, either of the following:</i></p> <ul style="list-style-type: none"> <i>a. Certificate of Completion / Acceptance</i> <i>b. Official Receipt</i>
4.2	Each prospective bidder shall submit one (1) original and two (2) copies of its eligibility documents.
(c)	<p><i>Bids and Awards Committee of the Procuring Entity concerned with the Project.</i></p> <p style="text-align: center;">ATTY. JOSEPHINE CASSANDRA J. CUI Chairperson Bids and Awards Committee Philippine National Oil Company G/F PNOC Bldg. 6, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City</p>
4.3 (d)	<p><i>Rebidding of Consultancy Services for the Preparation of Studies for PNOC Projects</i></p> <p>Request for Expression of Interest No. 2025-04-092</p>
5	<p>The address for submission of eligibility documents is <i>PNOC Bldg. 6, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City</i></p> <p>The deadline for submission of eligibility documents is <i>on April 29, 2025 (10:00 AM PST)</i></p>
8.1	<p>The place of opening of eligibility documents is <i>PNOC Bldg. 6, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City</i></p> <p>The date and time of opening of eligibility documents is <i>immediately after the deadline of submission.</i></p>
9.1	Similar contracts/projects shall refer to Consultancy services related to energy projects.
9.2	<i>Detailed set of criteria and rating system to be used for the short listing of consultants.</i>

Criteria for Short Listing of Prospective Bidders

The shortlisting process shall follow the rating system outlined below, with a total of 100 points. Candidates advancing to the bid evaluation stage must achieve a minimum score of 50 points during the shortlisting process.

Criteria/ Particulars	Weight
I. Applicable Years of Experience and Track Record of the Consultancy Management Services/Firm	30
Firm experience	10
Track record in the conduct of similar studies/projects*	10
Client Satisfaction survey and references (please see attached Annex "F")	10
II. Qualification of Personnel to be assigned to the Project	50
Relevant professional degrees	5
Cumulative Years of Experience	10
Specialized professional trainings	15
Previous similar engagements in consultancy projects	20
III. Current Workload Relative to Capacity	20
Team availability (availability of personnel with adequate time commitment for the projects)	20
Total	100

*Similar studies/projects: Consultancy services related to energy projects.

Rating criteria for the firm:

Firms that meet the requirements as stated in **Section 8** shall be rated based on the following:

RATING SYSTEM				
CRITERIA	POINTS			
	5	8	10	TOTAL
Years in the Industry	5 years	>5 to 8 years	>8 years	

Completed consultancy contract for Energy Projects	1 project	2 to 3 projects	>3 projects	
Number of Client Satisfaction Survey/References	1 client	2 to 3 distinct clients	>3 distinct clients	
TOTAL				

Rating criteria for the Nominated Key Experts:

Nominated experts will be rated based on the four criteria namely, (1) Relevant Professional Degrees (2) Cumulative Years of Experience, (3) Specialized professional trainings, and (4) Previous Engagement in similar/related/identical projects. The average rating of all experts identified in the bid shall be reflected as the rating for each area. Rating of zero points, as indicated in the Conditions below, in any of the above-mentioned areas for any identified expert equates to the automatic disqualification of the bid.

1. Relevant Credentials, specialization

RATING SYSTEM				
CRITERIA	POINTS			
	3	4	5	TOTAL
Highest educational attainment	Bachelor's degree	Master's degree	Doctorate degree	
TOTAL				

Conditions:

- Nominated experts that do not have degrees in the field specified in Section 8.2 **shall merit zero points.**
- Nominated experts with master's and/or doctorate degrees shall be rated according to the highest level they attained in the field as specified in Section 8.2
 - *If a nominated expert has a doctorate, but only their bachelor's and master's degree are in the field as specified in 8.2, then their rating would be 5 or 10.*
 - *If a nominated expert, despite having a non-related bachelor's degree, has a master's and/or doctorate degree that are related to the field specified in Section 8.2 shall be*

rated according to the highest level they attained in the field as specified in Section 8.2.

2. Cumulative Years of Experience

RATING SYSTEM					
KEY PERSONNEL	UNIT OF MEASURE	POINTS			SCORE
		5	8	10	
Project Lead	Years of professional experience	5 years	>5 to 8 years	>8 years	
Power System Engineer		3 years	>3 to 5 years	>5 years	
Financial Analyst		3 years	>3 to 5 years	>5 years	
Environment and Social Specialist		3 years	>3 to 5 years	>5 years	
TOTAL					

NOTE: The overall points will be calculated as the average of the individual points of key personnel.

The Consultant shall ensure that each key personnel fulfill their assigned roles with the **highest level of professionalism and accountability**, providing regular updates and maintaining **close coordination** with PNOG throughout the duration of the contract.

3.Specialized professional trainings

RATING SYSTEM					
KEY PERSONNEL	UNIT OF MEASURE	POINTS			SCORE
		5	10	15	

Project Lead	Number of trainings attended	2 Trainings	3 to 4 Trainings	≥ 5 Trainings	
Power System Engineer		1 Training	2 to 3 Trainings	≥ 3 Trainings	
Financial Analyst		1 Training	2 to 3 Trainings	≥ 3 Trainings	
Environment and Social Specialist		1 Training	2 to 3 Trainings	≥ 3 Trainings	
TOTAL					

NOTES:

- The overall points will be calculated as the average of the individual points of key personnel.
- Only training relevant to the respective roles will be considered.

4. Previous Engagement in similar/related/identical projects

RATING SYSTEM				
KEY PERSONNEL	UNIT OF MEASURE	POINTS		SCORE
		15	20	
Project Lead	Number of completed consultancy contracts for energy projects	3	>3	
Power System Engineer		2	>2	
Financial Analyst		1	>1	
Environment and Social Specialist		1	>1	
TOTAL				

NOTE: The overall points will be calculated as the average of the individual points of key personnel.

Rating criteria for Current Workload Relative to Capacity:

	<p>Points for the Team Availability will be allocated based on project load, with the consultant handling the fewest projects receiving 20 points, and the second fewest receiving 19 points, and so on.</p>
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Section IV. Eligibility Submission Forms

Eligibility Documents Submission Form – ANNEX “A”	23
Statement of the Consultant's Nationality - ANNEX “B”	26
Format of Curriculum Vitaé of Proposed Professional Staff - ANNEX "C"	26
Statement of Completed Contracts - ANNEX "D"	28
Statement of Ongoing Contracts and Awarded But Not yet Started Contract - ANNEX "E"	29

ELIGIBILITY DOCUMENTS SUBMISSION FORM

[Date]

[Name and address of the Procuring Entity]

Ladies/Gentlemen:

In connection with your Request for Expression of Interest dated *[insert date]* for *[Title of Project]* under *[Reference No.]*, *[Name of Consultant]* hereby expresses interest in participating in the eligibility and short listing for said Project and submits the attached eligibility documents in compliance with the Eligibility Documents therefor.

In line with this submission, we certify that:

- a) *[Name of Consultant]* is not blacklisted or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, and that each of the documents submit; and
- b) Each of the documents submitted herewith is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

We acknowledge and accept the Procuring Entity’s right to inspect and audit all records relating to our submission irrespective of whether we are declared eligible and short listed or not.

Yours sincerely,

Signature
Name and Title of Authorized Signatory
Name of Consultant
Address
Email Address

STATEMENT OF THE CONSULTANT’S NATIONALITY

[Name and address of the Procuring Entity]

Ladies/Gentlemen:

In compliance with the requirements of the **Philippine National Oil Company**, for the **[Project Title]** under **[Reference No.]**, I/We hereby declare the following:

1. [Select one and delete the rest]

[If domestic entity bidder] That (Name of Bidder) is a domestic *sole proprietorship/partnership/corporation/joint venture* organized or formed under the laws of the Philippines;

[If foreign entity bidder] That (Name of Bidder) is a foreign *sole proprietorship/partnership/corporation/joint venture* organized or formed under the laws of the (Name of Country);

[If foreign entity bidder] That (Name of Bidder) is registered with the Securities and Exchange Commission and/or any agency authorized by the laws of the Philippines;

2. That the following are/is the proposed Consultants:

Name of Proposed Consultant	Proposed Position	Nationality	Proof of Identification
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

3. That attached herewith are the Curriculum Vitae of the abovementioned personnel (*Annex/es _____*); and

Very truly yours,

Signature: _____

Name and Title of Authorized Signatory: _____

Name of Consultant/Company: _____

Address: _____

Email Address: _____

Contact Nos: _____

ANNEX “C”

FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position						
Personal Information						
Name of Staff						
Address			Contact No.		Email Address	
Date of Birth		Citizenship		Civil Status		
Project Experience <i>(start from the current employment, add rows if necessary)</i> <i>Similar and Related to the Project</i>						
EMPLOYER (AGENCY / COMPANY NAME) (Write in Full)	CLIENT (COMPANY NAME) (Write in Full)	PROJECT TITLE With Brief Project Description (Write in Full)	PROJECT DURATION (MM/DD/YYYY)		POSITION TITLE (Write in Full)	DETAILED JOB DESCRIPTION
			START	END		
Relevant Training <i>(start from the most recent, add rows if necessary)</i>						
Course Title	Inclusive Dates		Location	No. of Hours	Conducted / Sponsored by	
	From	To				
Education <i>(start from the most recent, add rows if necessary)</i>						
School	Inclusive Dates		Degree Course (Indicate if Completed)	Scholarships / Academic Honors Received		
	From	To				

Technical Expertise	
Database	
Operating Systems	
Application Software	
Professional Licenses, Certificates, Other Credentials	
Title	Date Received

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

_____ Date: _____
[Printed Name and Signature of staff member] *MM/DD/YYYY*

CERTIFIED CORRECT:

_____ Date: _____
[Printed Name and Signature of authorized representative of the firm] *MM/DD/YYYY*

STATEMENT OF COMPLETED CONTRACTS

This is to certify that _____ (consultant) _____ has the following completed contracts:

PROJECT NAME (including NAME, ADDRESS OF CLIENT, CONTACT NO.)	DATE OF CONTRACT (MM/DD/YYYY)	TYPE OF CONTRACT (BRIEF PROJECT DESCRIPTION)	START DATE (MM/DD/YYYY)	COMPLETION DATE (MM/DD/YYYY)	AMOUNT OF CONTRACT	CONSULTANT’S ROLE (DESCRIPTION OF ACTUAL SERVICES PROVIDED)

Name and Signature of Authorized Representative

Date

STATEMENT OF ONGOING CONTRACTS AND AWARDED BUT NOT YET STARTED CONTRACTS

This is to certify that _____ (consultant) _____ has the following ongoing and awarded but not yet started contracts:

DATE OF CONTRACT	CONTRACTING PARTY	NAME OF CONTRACT	TYPE OF CONTRACT	BRIEF DESCRIPTION OF CONSULTING SERVICE	AMOUNT OF CONTRACT	VALUE OF OUTSTANDING CONTRACT	CONSULTANT IS: a. main consultant b. subcontractor c. partner in a JV

Note: If the bidder does not have any on-going project, please state “None” in the form above and include the form in the submission of eligibility requirements.

Name and Signature of Authorized Representative

Date

CERTIFICATE OF CLIENT SATISFACTION

This is to certify that _____ **(Consultant’s Name)** _____ has successfully completed the following contract to the satisfaction of the client, achieving a rating of at least satisfactory (or its equivalent):

- **Name of the Project:** _____
- **Location:** _____
- **Start Date:** _____
- **Completion Date:** _____

The Consultant has demonstrated professionalism, technical expertise, and commitment in delivering the required services within the agreed timeline and quality standards. Based on their performance, we affirm that their contributions have met or exceeded expectations.

This will serve as a requirement for the shortlisting stage of the PNOC project titled **“Consultancy Services for the Preparation of a Studies for PNOC Projects”**.

Issued this _____ day of _____ in _____ .

Client’s Authorized Representative:

Name:

Designation:

Organization:

Contact Information:

Terms of Reference

CONSULTANCY SERVICES FOR THE PREPARATION OF STUDIES FOR PNOC PROJECTS

1. Project Description

The Philippine National Oil Company (PNOC) is undertaking the preparation of its 2026 Budget Proposal, a critical financial plan that will support the strategic initiatives of the company aimed at the modernization and expansion of its energy portfolio. As part of its commitment to strengthening the country's energy security and sustainability, PNOC seeks to allocate resources toward key projects that align with the national energy development goals and emerging business trends.

To ensure the viability, efficiency, and long-term impact of the proposed projects listed below, PNOC intends to conduct comprehensive studies which will provide the necessary technical, financial, and environmental assessments to guide informed decision-making and optimize the implementation of the projects.

- **Energy Solutions in Geographically Isolated and Disadvantaged Areas (GIDA):** This initiative seeks to enhance electrification in underserved communities by integrating renewable energy solutions, particularly ground mounted solar panels, into existing systems, fostering sustainable development and resilience with emphasis in Geographically Isolated and Disadvantaged Areas (GIDA).
- **Development of Business Models for PNOC as an Energy Service Company (ESCO) for Government Buildings:** To propose a framework and financial model for energy efficiency solutions on Government Agencies/Buildings, while complementing, rather than competing with, the private sector.

2. Objectives of the Engagement

The primary objectives of the consultancy engagement are as follows:

- **Support PNOC's 2026 budget proposal.** Conduct comprehensive evaluations of the technical, financial, and operational feasibility of the proposed initiatives, providing well-substantiated data and evidence-based recommendations that align with national energy priorities and PNOC's strategic direction.
- **Ensure Compliance and Best Practices:** Align study methodologies and recommendations with government policies, industry standards, and best practices to ensure regulatory compliance and operational excellence.
- **Advance PNOC's Strategic Role in Energy Development:** Serve as PNOC's designated expert in energy ventures, offering strategic guidance and specialized technical expertise to identify and capitalize on emerging opportunities within the sector.

This engagement will equip PNOC with the necessary tools and insights to navigate regulatory requirements, implement energy initiatives efficiently, and transform the energy procurement landscape for Government Agencies and geographically isolated communities.

3. Approved Budget for the Contract (ABC)

PNOC has an approved corporate budget in the amount of **Six Million and Seven Hundred Fifty Thousand Pesos (P6,750,000)** for this engagement.

4. Scope of Work

The consultancy engagement will cover two major initiatives, each requiring different levels of analysis and decision-making:

4.1 Energy Solutions in Geographically Isolated and Disadvantaged Areas (GIDA)

This initiative will be carried out in two phases:

4.1.1 Phase 1: Concept Studies for Nine (9) Shortlisted GIDA

The Consultant shall prepare Nine (9) concept studies for the identified sites. The minimum activities for the Concept Studies are as follows:

- Conduct a preliminary assessment of potential sites for energy solutions with emphasis in GIDA.
- Identify the most suitable energy technologies (such as solar, wind, battery storage, LNG, etc.) for each location.
- Provide indicative capital and operating costs for each site.
- Evaluate the economic, environmental, and social benefits.
- Prepare an initial financial assessment, including estimated tariff impact, potential subsidies, and revenue projections.
- Present findings to PNOC Management for review and decision on which sites will proceed to detailed feasibility study.

4.1.2 Phase 2: Feasibility Study for Three (3) GIDA

The Consultant shall prepare Feasibility Studies for identified sites of PNOC. The minimum activities for the Feasibility Studies are as follows:

- Conduct in-depth market analysis, including power demand forecasting and identify potential off-takers.
- Develop technical feasibility assessments, including system design, energy yield analysis, and interconnection options.
- Refine financial modeling, calculating financial indicators such as, but not limited to, Internal Rate of Return (IRR), Net Present Value NPV), Levelized Cost of Energy

- (LCOE), payback period.
- Identify regulatory requirements and permitting processes.
- Conduct risk assessment to address technical, financial, and policy risks.
- Provide recommendations on business models (e.g., Public-Private Partnerships, Lease-to-own, Direct Government Investment)

Target Areas for Concept Studies (Shortlisted GIDA Sites):

- Luzon
- Visayas
- Mindanao

**Specific locations will depend on the discretion of the PNOC Management*

4.2 Development of Business Models for PNOC as an Energy Service Company (ESCO) for Government Buildings

The Consultant shall conduct a feasibility study and prepare a business model based on a market study that will assess government agencies' awareness of the benefits of energy efficiency, determine the factors preventing their adoption of such practices, and evaluate their interest in a financing model where PNOC funds the conduct of energy audits and the installation of energy solutions, with PNOC, as the ESCO, gets paid back over time through energy savings or usage-based-payments. The business model should not be construed as a competition to the private sector.

The feasibility report should include the following sections:

- **Market and Policy Analysis**
 - Evaluate the regulatory framework governing energy efficiency in the Philippines.
 - Identify available incentives and financing options for government agencies.
 - Assess challenges and compliance requirements in implementing projects.
- **Business Model Development**
 - Explore and evaluate various business models for PNOC, including leasing, Power Supply Agreements (PSAs), and hybrid financing.
 - Recommend the best models suited for government agencies based on financial and operational considerations.
 - Establish a pricing and revenue generation framework to ensure financial viability.
- **Financial and Risk Analysis**
 - Develop financial projections, including ROI and payback period calculations.
 - Identify potential funding sources, including PPP opportunities.
 - Propose risk mitigation strategies to address financial, regulatory, and operational

uncertainties.

- **Implementation Framework**
 - Outline technical, operational, and contractual requirements for project deployment.
 - Establish key performance indicators (KPIs) to measure project success.

5. Deliverables

The Consultant shall ensure that the following deliverables are provided to PNOC, with physical copies submitted as the official records and electronic copies as advance submissions. Any subsequent corrections or changes deemed necessary by PNOC, including all resulting costs and delays, shall be the sole responsibility of the Consultant. PNOC reserves the right to reproduce any reports, drawings, or documents received from the Consultant as may be required for project purposes.

The Consultant shall deliver all required outputs specified in **Section 4: Scope of Work** within the agreed timelines as shown in **Section 6: Timeline, Commencement Date, and Period of Implementation**, ensuring completeness, accuracy, and compliance with the Terms of Reference.

Deliverables under each scope must be submitted in advance, to allow sufficient time for PNOC's review, evaluation, and approval. All final reports, supporting documentation, and permitting requirements shall be completed and submitted before the conclusion of the consultancy contract.

The Consultant shall provide the following deliverables:

- **Concept Study** outlining the detailed work plan, methodology, timeline, and stakeholder engagement strategy.
- **Feasibility Study Reports** incorporating technical, financial, environmental, and institutional assessments for each project component with final recommendations, including an executive summary for PNOC's Capital Outlay Budget Proposal.
- **Assistance to Presentation:** Support in preparing and delivering a formal presentation to PNOC's management and key stakeholders that succinctly summarizes the findings and recommendations.

The Consultant is expected to perform its obligations with the highest level of professionalism, diligence, and efficiency, ensuring compliance with PNOC's quality standards and timelines.

6. Timeline, Commencement Date, and Period of Implementation

The commencement date of the Engagement shall be upon the receipt of the Notice to Proceed (NTP). The overall duration of the consultancy engagement for the preparation of Concept Studies and Feasibility Studies is expected to be completed within **twenty-four (24) weeks** from the receipt date of the NTP.

The proposed timeline is as follows:

Deliverables	Date
Submission of Inception Report	At the end of Week 4
Submission of Draft Concept Studies (9 GIDA)	At the end of Week 12
Submission of Final Concept Studies (9 GIDA)	At the end of Week 14
Submission of Draft Feasibility Studies (3 GIDA and ESCO)	At the end of Week 22
Submission of Final Feasibility Studies (3 GIDA and ESCO)	At the end of Week 24

Notes:

- *Specific durations may be adjusted in consultation with PNOC to reflect project priorities and logistical considerations.*
- *The Consultant shall endorse the specific sites for feasibility studies, selected from the initial GIDAs assessed, for PNOC's approval.*
- *Retention Money: 10% for every progress billing.*

7. Payment Terms

Payment shall be structured based on a per-milestone basis with disbursements made upon the successful completion of each specified stage to ensure compliance with the established requirements.

The payments will be subject to standard government accounting and auditing regulations. Therefore, the Consultant must have a thorough understanding of the Government Accounting and Auditing Manual (GAAM).

Project Milestone	Percentage of Payment
Submission and Acceptance of Inception Report	10%
Submission and Acceptance of Final Concept Studies (9 GIDA)	30%
Submission and Acceptance of Draft Feasibility Studies (3 GIDA and ESCO)	30%
Submission and Acceptance of Final Feasibility Studies (3 GIDA and ESCO)	30%

8. Minimum Expertise Qualifications

The selection of the Consultant will be based on:

8.1. Experience and track record in similar projects

- Bidders must have a proven track record of five (5) years.
- Bidders must have completed contracts that are similar in nature and complexity to the contract to be bid

8.2. Technical expertise and key personnel

The Consultant shall provide a team of experts, including the required key personnel, to carry out the scope of work.

PERSONNEL	QTY	QUALIFICATIONS	EXPERIENCE
Project Lead	1	Must be Licensed Electrical, Civil, or Mechanical Engineer	<ul style="list-style-type: none"> ● Minimum five (5) years of experience in energy projects, including Project Planning & Development, Technical & Financial Feasibility, and Risk Assessment & Mitigation. ● Completed at least three (3) consultancy contracts.
Power System Engineer	1	Must be a Licensed Mechanical or Electrical Engineer	<ul style="list-style-type: none"> ● Minimum three (3) years of experience in energy and power plant projects with technically sound, cost-effective, and sustainable concept studies. ● Completed at least two (2) consultancy contracts.
Financial Analyst	1	Bachelor's degree in Finance, Economics, or related field	<ul style="list-style-type: none"> ● Minimum three (3) years experience in financial modeling and feasibility assessments. ● Completed at least one (1) consultancy contract.
Environment and Social Specialist	1	Bachelor's degree in Environmental Science, Engineering, or related field	<ul style="list-style-type: none"> ● Minimum three (3) years experience in social and environment assessments or permitting, including work with DENR compliance and environmental clearances. ● Completed at least one (1) consultancy contract.

The Consultant may assign personnel to dual roles, except for the Project Lead, provided they are qualified and capable of handling multiple tasks while ensuring timely delivery without compromising quality. The Consultant must ensure that all assigned personnel meet the

required qualifications and expertise necessary to produce high-quality outputs as outlined in the Terms of Reference. Any personnel replacement shall require prior approval from PNOC.

8.2.1. Roles of the Key Personnel

- **Project Lead** - serves as the primary contact with PNOC, overseeing the preparation of the concept and feasibility studies, ensuring timely completion, quality compliance, and alignment with DOE standards. The lead also coordinates stakeholders, consolidates expert inputs, and assists in securing the Service Contract through necessary submissions.
- **Power System Engineer** - evaluates the technical feasibility of energy sources such as solar, wind, and hydro, assesses energy generation potential, efficiency, and technology options, analyzes grid integration, energy storage, and hybrid system optimization, recommends appropriate RE solutions based on site conditions, demand, and policy frameworks, and provides expertise on emerging RE technologies and innovations.
- **Financial Analyst** - develops the project’s financial model, conducts feasibility analyses, evaluates investment scenarios, and prepares financial reports. They ensure compliance with DOE and lender requirements, assess funding options, and support financing efforts.
- **Environment and Social Specialist** - leads the necessary social and environmental impact assessment, ensures regulatory compliance, identifies risks, proposes mitigation measures, and secures necessary environmental permits. They also engage stakeholders and integrate sustainability considerations.

9. Evaluation Criteria

Participating bidders will be subject to the eligibility assessment and short-listing process based on Republic Act 9184 – Government Procurement Reform Act and its Implementing Rules and Regulations (IRR) for consulting services. Selection of consultants will be based on two phases: (A) Short-listing and (B) Evaluation of Bids.

A. Shortlisting

The shortlisting process shall follow the rating system outlined below, with a total of 100 points. Candidates advancing to the bid evaluation stage must achieve a minimum score of 50 points during the shortlisting process.

Criteria/ Particulars	Weight
I. Applicable Years of Experience and Track Record of the Consultancy Management Services/Firm	30
Firm experience	<i>10</i>
Track record in the conduct of similar studies/projects*	<i>10</i>
Client Satisfaction survey and references	<i>10</i>

II. Qualification of Personnel to be assigned to the Project	50
Relevant Professional Degrees	5
Cumulative Years of Experience	10
Specialized professional trainings	15
Previous similar engagements in consultancy projects	20
III. Current Workload Relative to Capacity	20
Team availability (availability of personnel with adequate time commitment for the projects)	20
Total	100

* *Similar studies/projects: Consultancy services related to energy projects*

Rating criteria for the firm:

Firms that meet the requirements as stated in **Section 8** shall be rated based on the following:

RATING SYSTEM				
CRITERIA	POINTS			TOTAL
	5	8	10	
Years in the Industry	5 years	>5 to 8 years	>8 years	
Completed consultancy contract for Energy Projects	1 project	2 to 3 projects	>3 projects	
Number of Client Satisfaction Survey/References	1 client	2 to 3 distinct clients	>3 distinct clients	
TOTAL				

Rating criteria for the Nominated Key Experts:

Nominated experts will be rated based on the four criteria namely, (1) Relevant Professional Degrees (2) Cumulative Years of Experience, (3) Specialized professional trainings, and (4) Previous Engagement in similar/related/identical projects. The average rating of all experts identified in the bid shall be reflected as the rating for each area. Rating of zero points, as indicated in the Conditions below, in any of the above-mentioned areas for any identified expert equates to the automatic disqualification of the bid.

1. Relevant Professional Degrees

RATING SYSTEM				
CRITERIA	POINTS			TOTAL
	3	4	5	
Highest educational attainment	Bachelor's degree	Master's degree	Doctorate degree	

TOTAL	
--------------	--

Conditions:

- Nominated experts that do not have degrees in the field specified in Section 8.2 **shall merit zero points.**
- Nominated experts with master's and/or doctorate degrees shall be rated according to the highest level they attained in the field as specified in Section 8.2
 - *If a nominated expert has a doctorate, but only their bachelor's and master's degree are in the field as specified in 8.2, then their rating would be 5 or 10.*
 - *If a nominated expert, despite having a non-related bachelor's degree, has a master's and/or doctorate degree that are related to the field specified in Section 8.2 shall be rated according to the highest level they attained in the field as specified in Section 8.2.*

2. Cumulative Years of Experience

RATING SYSTEM					
KEY PERSONNEL	UNIT OF MEASURE	POINTS			SCORE
		5	8	10	
Project Lead	Years of professional experience	5 years	>5 to 8 years	>8 years	
Power System Engineer		3 years	>3 to 5 years	>5 years	
Financial Analyst		3 years	>3 to 5 years	>5 years	
Environment and Social Specialist		3 years	>3 to 5 years	>5 years	
TOTAL					

NOTE: The overall points will be calculated as the average of the individual points of key personnel.

The Consultant shall ensure that each key personnel fulfill their assigned roles with the **highest level of professionalism and accountability**, providing regular updates and maintaining **close coordination** with PNOC throughout the duration of the contract.

3. Specialized professional trainings

RATING SYSTEM					
KEY PERSONNEL	UNIT OF MEASURE	POINTS			SCORE
		5	10	15	
Project Lead	Number of trainings attended	2 Trainings	3 to 4 Trainings	≥ 5 Trainings	
Power System Engineer		1 Training	2 to 3 Trainings	≥ 3 Trainings	
Financial Analyst		1 Training	2 to 3 Trainings	≥ 3 Trainings	
Environment and Social Specialist		1 Training	2 to 3 Trainings	≥ 3 Trainings	
TOTAL					

NOTES:

- The overall points will be calculated as the average of the individual points of key personnel.
- Only training relevant to the respective roles will be considered.

4. Previous Engagement in similar/related/identical projects

RATING SYSTEM				
KEY PERSONNEL	UNIT OF MEASURE	POINTS		SCORE
		15	20	
Project Lead	Number of completed consultancy contracts for energy projects	3	>3	
Power System Engineer		2	>2	
Financial Analyst		1	>1	
Environment and Social Specialist		1	>1	

TOTAL	
--------------	--

NOTE: The overall points will be calculated as the average of the individual points of key personnel.

Rating criteria for Current Workload Relative to Capacity:

Points for the Team Availability will be allocated based on project load, with the consultant handling the fewest projects receiving 20 points, and the second fewest receiving 19 points, and so on.

B. Evaluation of Bids

The bid evaluation process will begin with the shortlisting of all submitted bids, after which the technical and financial proposals of the shortlisted bidders will be assessed. Quality-Based Evaluation Procedure shall be used to evaluate the proposals based on both technical and financial factors. The rating distribution is as follows:

CRITERIA	POINTS
Technical Proposal	80
Approach and Methodology	25
Work Plan, Organization	20
Staffing	15
Consultant qualification (Firm and Expert's Qualification)	20
Financial Proposal	20
TOTAL	100

B.1 Technical Proposal Evaluation – 80 points

Shortlisted bidders are required to submit comprehensive documentation demonstrating their technical expertise, strategic approach, and methodology, encompassing all technical and cost parameters with detailed professional inputs and time requirements.

B1.1 Technical Proposal

Shortlisted bidders shall submit a Technical Proposal that will be evaluated based on and shall include the following components:

a. Technical Approach and Methodology

This part covers the understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the required outputs, as well as the degree of detail of said outputs

In this component, the bidder shall highlight the concerns being addressed and their importance and explain the technical approach that they will implement to address them. As to the technical approach, they are to present the methodologies they would adopt and highlight the compatibility of the same to the technical approach to be implemented. Rating distribution is as follows:

TECHNICAL APPROACH AND METHODOLOGY		
RATING	POINTS	DESCRIPTION
Very Good	25	In addition to the description under ‘ <i>Good</i> ’, the proposed technical approach and methodology present an efficient and effective way of addressing the outlined work in this TOR, an indication that the bidder well understood the scope of work for the engagement. The proposal illustrates that the bidder has excellent knowledge on the assignment and its surrounding conditions, along with a firm grasp of solutions founded on state-of-the-art approaches and information.
Good	15	The proposed technical approach and methodology are discussed thoroughly and are tailored specifically for the scope of work outlined for the engagement. The submitted proposal is flexible enough to accommodate changes that may occur during the course of the engagement.
Fair	10	Proposal provided by the bidder only presents general discussion of the proposed technical approach and methodology. While adequate, the proposal fails to thoroughly address the requirements outlined in the TOR.

b. Work Plan

The proposed work plan should contain the main activities, respective contents and duration, phasing and interrelations, milestones, and delivery dates of the reports. The work plan should be consistent with Section 5. Deliverables, showing understanding of the TOR and the ability to translate the same into a feasible work plan. Along with the above-mentioned components, the work plan should also include a list of the final deliverables such as but not limited to reports, drawings, and tables. Rating distribution is as follows:

WORK PLAN		
RATING	POINTS	DESCRIPTION

Very Good	20	In addition to the description under ‘ <i>Good</i> ’, the decision points, sequence, and timing of activities are well-defined, indicating that the bidder has optimized the use of resources.
Good	10	The work plan responds well to the requirements of the TOR and is thoroughly explained to facilitate an understanding of the proposed work plan. All important activities are indicated in the activity schedule and the timing for the same is consistent with assignment outputs. The interrelation among the various activities is realistic and consistent with the proposed approach.
Fair	5	All key activities are included but not explained in detail. Minor inconsistencies are noted among the timing, assignment outputs, and the proposed approach.

c. Organization and Staffing

This section shall specify the proposed structure and composition of the team, with the tasks and responsibilities of each member being described. Rating distribution is as follows:

ORGANIZATION AND STAFFING		
RATING	POINTS	DESCRIPTION
Very Good	15	In addition to the description under ‘ <i>Good</i> ’, the proposed organization and staffing is integrated, showing clear lines of responsibility, and contains detailed discussion proving the optimization of identified experts’ deployment.
Good	10	The proposed organization and staffing schedule is complete and complemented with a detailed description of duties and responsibilities for each identified expert. Staffing is consistent with both timing and assignment outputs.
Fair	5	The proposed organization, staffing, and expert responsibilities are adequate but need more detail and clarity to fully meet TOR requirements. Concerns remain about delivering outputs within the assignment period.

d. Consultant qualification

Shortlisted bidders shall be rated based on the **total score during the shortlisting stage**. Rating for this criterion shall be determined using the following formula:

B.2 Financial Proposal Evaluation – 20 points

$$\begin{aligned} & \text{Consultant qualification rating} \\ & = \frac{\text{Total shortlisting rating of the bidder}}{\text{Maximum shortlisting rating}} \times 20 \end{aligned}$$

Bids exceeding the specified Approved Budget for the Contract (ABC) will automatically be disqualified. All ABC-compliant bids shall be ranked, with the lowest bid ranking first and getting the full rating of 20. Rating for other bids (Bidder N) shall be determined using the following formula:

$$\frac{\text{Lowest Financial Bid}}{\text{Financial Bid of Bidder N}} \times 20$$

PNOG shall not be bound to accept the lowest or any other Bid or to assign any reason for non-acceptance or rejection of a bid. PNOG reserves the right to accept any bid in respect of the whole or any portion of the work specified in the submitted bid

10. Project Timeline

Task	Week																							
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Progress Reports				■				■				■				■				■				■
Inception Report				■																				
Draft Concept Studies (9 GIDA)	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
Final Concept Studies (9 GIDA)												■	■	■	■	■	■	■	■	■	■	■	■	■
Draft Feasibility Studies (3 GIDA and ESCO)																■	■	■	■	■	■	■	■	■
Final Feasibility Study (3 GIDA and ESCO)																							■	■

LEGEND:	
Report Submission	■
Duration	■

