



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

REQUEST FOR PROPOSAL

RFP NO.	:	2024-12-221
PROJECT TITLE	:	PROCUREMENT OF SERVICES FOR SOIL EXPLORATION IN VARIOUS SCHOOL SITES IN CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS
APPROVED BUDGET FOR THE CONTRACT	:	Php300,000.00
PROJECT LOCATION	:	Eugenio Francia Integrated School Brgy. Ilayang Bukas, Tayabas City and South Palale Elementary School, Brgy. South Palale Tayabas City
PROJECT DURATION		90 calendar days

1. *Department of Education, City Schools Division of the City of Tayabas*, through the **FY 2024 Basic Education Facilities Fund (BEFF)** intends to apply the sum of **Three Hundred Thousand Pesos only (Php300,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of Services for Soil Exploration in Various School Sites in City Schools Division of the City of Tayabas**

2. TERMS OF REFERENCE (TOR) AND EVALUATION CRITERIA AND RANKING

	Project Title	PROCUREMENT OF SERVICES FOR SOIL EXPLORATION IN VARIOUS SCHOOL SITES IN CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS
I.	Background	The Department of Education (DepEd), has prepared this TOR to assist the consultant in the conduct of subsurface soil exploration of the proposed project sites allotted for this region/division under the Basic Educational Facilities Fund (BEFF). The specific projects will require the services of the Geotechnical Engineer on record that will conduct detailed subsurface soil exploration of subject school building sites as identified by the City Schools Division of the City of Tayabas listed in Annex A.
II.	Scope of Work	<p>The consultant shall provide all the labor, instrument/equipment materials and supplies, vehicles, bunkhouses, etc., necessary to perform satisfactorily the subsurface soil exploration herein required, viz:</p> <p>A. Drilling and sampling B. Standard Penetration Test (SPT) C. Water Level Measurements D. Laboratory Testing and Analysis E. Preparation and Submission of Reports</p> <p>The consultant shall be held solely responsible for the result of this subsurface soil exploration and other activities under Terms of Reference.</p> <p>DETAILED EXPLORATION REQUIREMENTS / SPECIFICATIONS Drilling and Sampling 1. Location and Number Three (3) boreholes, at a location shown on the plan. 2. Depth of borings</p>

		<p>Borings shall be extended to a depth of 15m or until three (3) successive SPT N values >30 are recorded</p> <p>3. Procedure</p> <p>In sand, clay and silt materials, the boreholes shall be advanced by the wash boring method in between sampling sections using side discharged chopping bits. Whenever necessary, N-size casings shall be utilized. The washed section shall be cleaned thoroughly before each sampling run ensuring, however, that the underlying soil is not disturbed. Sampling shall be done at one meter interval from the river bed to hard strata using 5.0 cm. split spoon sampler. In a soft cohesive layer, disturbed samples using thin walled tube samplers shall be obtained hydraulically.</p> <p>Core drilling shall be carried out by a diamond rotary drill method in gravelly on rock formation. Core samples shall be undertaken wherever solid information is encountered. Cores shall be placed in core boxes arranged and labelled in accordance to depth as soon as these are extracted from the boreholes. Drilling and sampling procedures shall comply in accordance with ASTM Standards.</p> <p>4. Equipment</p> <p>a. Drilling Machine</p> <p>The consultant shall utilize at least two (2) drilling machine and set them up at the project site. The drilling machine shall be in good working condition and shall be of such capacity as to maintain satisfactory progress of work.</p> <p>b. Bits</p> <p>The consultant shall have an example supply of different types of bits to adopt to varying conditions. Bottom discharge and stepped bits shall also be available.</p> <p>c. Core Barrels</p> <p>Double tube swivel type core barrels in good condition and obtaining maximum core recovery shall be used.</p> <p>d. Casing</p> <p>The consultant shall, at his own expense and responsibility, provide casings as required to ensure the stability of the borehole walls. The casings shall be at least of N-size and shall be in good condition to be retrieved upon completion of boring.</p> <p>5. Handling and Core of Samples</p> <p>The consultant shall provide all the materials, equipment and labor necessary for preserving samples.</p> <p>Standard Penetration Test (SPT)</p> <p>The test shall be carried out through ordinary soil encountered to the depths specified above. Standard penetration test shall be performed using 5.0 cm. (2.0 in.) outside diameter split spoon sampler, driven by a 63.6 kg (140 lbs.) hammer falling 76.0 cm. (30 in.) at 1.50 meter interval or closer if necessary.</p> <p>Water Level Measurement</p> <p>The water level shall be measured daily (before and after) whenever encountered in a borehole.</p> <p>Laboratory Testing and Analysis</p> <p>The preparation of samples for testing shall be made in accordance with American Association of State Highway and Transportation Officials (AASHTO). The following tests shall be made on samples obtained from boring, drilling.</p> <p>Split-Spoon Analysis</p> <ol style="list-style-type: none"> Visual Soil Description Mechanical Analysis, AASHTO Designation T88 Liquid Limit, Plastic Limit and Plasticity Index, AASHTO Designation T89 and T90 Group Index and Soil Classification, use Unified Soil Classification
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III.	Expected Outputs/ Deliverables	<ol style="list-style-type: none"> 1. The Consultant shall be responsible for carrying out the necessary subsurface soil exploration works with respect to the project stated. 2. After the receipt of Notice to Proceed (NTP), the Consultant shall coordinate with School Governance and Operations Division (SGOD) of SDO Tayabas City, particularly on site of the project. 3. Upon completion of the subsurface exploration work activities, the Consultant shall submit their geotechnical report to School Governance and Operations Division (SGOD) of SDO Tayabas City. 4. The consultant shall be responsible for the reliability of the report presented. <p>Preparation and Submission of Geotechnical Reports & Analysis</p> <p>The Consultant shall prepare the geotechnical report & analysis in three (3) bound copies in a form and substance to be submitted to School Governance and Operations Division (SGOD) of SDO Tayabas City, together with the detailed engineering plans. The final report shall not be limited to the following.</p> <ol style="list-style-type: none"> a. Field Investigation and Methodology b. Borehole Drilling and Sampling c. Laboratory Testing d. Final Boring Logs (BL) e. Final Laboratory Test Results (FLTR) f. Borehole Location Plan g. Soil Profile along structures shoeing boring/drilling logs h. Soil Liquefaction Investigation Report i. Soil Bearing Capacity j. Recommendation if called for such as type of measure/structure of measure of work <p>OTHER DATA TO BE SUBMITTED</p> <p>1. Boring Logs</p> <ol style="list-style-type: none"> a. Job, boring, hole number, date, time, boring/drilling, foreman, supervisor b. Weather condition c. Depth of boring at start of day d. Water level in casing at start of day e. Method of penetration and flushing system f. Description of soil strata encountered g. Depth of soil boundaries h. Size, type and depth of samples and sample number i. Type and depth of in-situ tests j. Standard Penetration Tests Resistance, “N” value k. Recovery ratios of samples l. Detailed notes on boring/drilling procedure, casing sizes and resistance to driving, description of wash water or spoil from boring/drilling tools m. Depth of boring at end of day n. Other relevant information such RQD, percent core recovery, angle of friction etc. <p>2. Photographs</p> <p>Photographs showing the borehole drilling and sampling at each proposed sites shall be taken by the Consultant and incorporated in the report. Photographs shall be taken at each borehole location depicting the following:</p> <ol style="list-style-type: none"> a. Equipment used b. Core drilling operation c. Water level measurements
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		<p>d. Performance of SPT and Shelby tube sampling e. All cores in the core boxes, SPT and Shelby tube samples f. Date photographs was taken</p> <p>3. Site Development Plan showing the location of the borehole within the School site</p>
IV.	Project Duration	The Consultant's contract period for undertaking the Soil Exploration Activities shall be Ninety (90) calendar days and the Consultant shall commence work after receipt of Notice to Proceed (NTP).
V.	Project Site	Project site will be at: To be provided by the School Governance and Operations Division (SGOD) of SDO Tayabas City
VI.	Implementation Arrangement	<p>a. Contact: DepEd representative(s) name, address and contact no. of technical staff and Region / Division Chief concerned</p> <p>b. Abide by all terms and conditions stipulated in the project contract.</p> <p>c. Report progress of the project as agreed.</p> <p>d. All outputs developed by the consultant shall be the sole and exclusive property of the DepEd.</p> <p>e. For the purpose of security and confidentiality, the following are the arrangements:</p> <ol style="list-style-type: none"> 1. The DepEd and the consultant shall each keep confidential and shall not, without the written consent of the other party to the Project, divulge to any third party any documents, data or other information of a confidential nature, furnished directly or indirectly by any of the parties in connection with the Project, or where the consultant is the receiving party, generated by the Service Provider in the course of the performance of its obligations under the Project and relating to the businesses, finances, Consultants, employees, or other contacts of the DepEd or the DepEd's use of the outputs, whether such information has been furnished or generated prior to, during, or following termination of the project. <p>f. For the purpose of review and approval of documents and other outputs by the DepEd, the following are the arrangement:</p> <ol style="list-style-type: none"> 1. The consultant shall prepare and submit the Geotechnical Report for the DepEd's approval or review. 2. The DepEd shall review the outputs submitted by the consultant within Ten (10) working days from the receipt of the documents. 3. Any part of the Project covered by or related to the documents to be approved by the DepEd shall be executed only after the approval of the documents. Likewise, all documents supporting payment shall have to go through the same process. <p>g. Project Management or Contract Administration Arrangement</p> <ol style="list-style-type: none"> 1. The SGOD thru the Division Engineer shall provide clear direction and management including supervision in the development of the outputs required in the TOR including implementation of the project. 2. Reporting obligations, notices and approval process including minimum or essential reports' contents: The consultant will report directly to the Division Engineer. The SGOD Chief upon recommendation of the Division Engineer will approve notices and acceptance of deliverables based on the TOR, activities and other related tasks.

VII.	Roles and Responsibilities	<div>1. DepEd</div> <div><div>a. Be responsible for the timely provision of all the resources, access, information and decision-making under its control which are necessary for the project, except where provision of each items is explicitly identified in the contract as being the responsibility of the consultant. Any delays that are not within the control of the consultant may result in an appropriate extension of the time for operational acceptance of accomplishment/conclusion of the project as agreed by both parties.</div><div>b. Ensure the accuracy of all information and/or data to be supplied to the consultant, except when otherwise expressly stated in the contract.</div><div>c. Provide sufficient, properly qualified operating and technical personnel, as required by the contract to properly carry out the project at or before the consultant time specified in the Terms of Reference, and/or Updated Project Plan.</div><div>d. Assign persons to assume primary responsibility for the acceptance of deliverables or outputs.</div><div>e. Make prompt reviews and revision of the work produced and presented by the consultant in the different phases of the works or services.</div></div> <div>2. Consultant or Technical Assistance Provider</div> <div><div>a. Conduct all activities in accordance with the contract and with skill and care expected of a competent provider of the services required.</div><div>b. Be responsible for the timely provision of all resources, information and decision making under its control that are necessary to reach a mutually agreed Updated Project Plan.</div><div>c. If the DepEd disapproves the document/output, the consultant shall modify the document/output and resubmit for approval.</div><div>d. If any dispute or differences occurs between the DepEd and the consultant in connection with or arising out of the disapproval by the end users of any outputs and/or any modification/s that cannot be settled between the parties within a reasonable period, then, such dispute maybe referred to the heads of the end user's offices and the responsible consultant's Adjudicator for determination.</div></div>						
VIII.	Qualification of Consultant	<div>The consultant should have sufficient expertise, capability and experience to conduct Soil Exploration Services</div> <div>Minimum Qualifications of the Service Provider:</div> <table><tr><td>1. Expertise required</td><td>Working experience in Soil Exploration Activities</td></tr><tr><td>2. Minimum no. of years of experience</td><td>10 years</td></tr><tr><td>3. Minimum no. of projects undertaken/managed of similar nature</td><td>At least Two (2) similar Projects</td></tr></table> <div>Minimum Qualifications of Team Members:</div> <div><div>1. The Geotechnical Team should be composed of highly technical staff involved or has experience in Soil Exploration Activities.</div><div>2. Filipino: Must be a valid, State-registered and duly licensed Professional in good standing of the pertinent accredited professional organization ("APO"). or Foreign national or a duly-qualified foreign natural person ("FNP") with equivalent or higher qualifications may be considered eligible for the position provided a Special/ Temporary Permit ("STP") is secured from the Professional Regulation Commission ("PRC")</div></div>	1. Expertise required	Working experience in Soil Exploration Activities	2. Minimum no. of years of experience	10 years	3. Minimum no. of projects undertaken/managed of similar nature	At least Two (2) similar Projects
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3. Minimum no. of projects undertaken/managed of similar nature	At least Two (2) similar Projects							

- and the necessary permits are secured from the Department of Labor and Employment (“**DOLE**”) and the Bureau of Immigration and Deportation (“**BID**”) together with the appropriate professional liability insurance (“**PLI**”) acceptable to the DepEd, prior to official commencement of services on the Project.
3. The team should be multidisciplinary but may not necessarily be hired for the whole duration of the project.

Key Staff	Educational Qualification	Experience	Training
One (1) Project Manager	Bachelor’s Degree in Geotechnical Engineering / Civil Engineering with valid PRC License	At least fifteen (15) years experience as Project Manager in the conduct of geotechnical studies	48 hours of relevant training
One (1) Geotechnical Engineer	Bachelor’s Degree in Geotechnical Engineering with valid PRC License	At least Ten (10) years experience in the conduct of soil exploration	24 hours of relevant training
Two (2) Civil / Materials Engineer	Bachelor’s Degree in Civil Engineering with valid PRC License and Materials Engineer I or II DPWH Accreditation	At least Five (5) years experience in the conduct of soil exploration	24 hours of relevant training
One (1) Laboratory Technician	Bachelor’s Degree in Engineering	At least Five (5) years experience in the conduct of soil exploration	16 hours of relevant training
Three (3) Skilled Laborer	At least High School Graduate	At least experienced in the conduct of soil exploration	4 hours of relevant training
One (1) Data Encoder	At least 2 year computer courses	At least Five (5) years experience in Data Encoding With technical knowledge in MS Office Applications and any other applications that is essential in the production of the Project outputs.	16 hours of relevant training

		Two (2) Project Assistant / Technical Writer	Bachelor's Degree in Office Administration or other related courses	At least Ten (5) years of experience in technical documentation, development of operating manuals and protocols and quality assurance assessment and/or management services, and in doing administrative works	16 hours of relevant training																																																																																																										
IX.	Short Listing Criteria	Criteria and Rating system for Short – Listing are as follows:																																																																																																													
<table><tr><th colspan="5">Short Listing Evaluation Criteria</th></tr><tr><th>Criteria</th><th>Score</th><th>%</th><th>%</th><th>Pts.</th></tr><tr><td>Applicable experience of the consultant and members, in case of joint ventures, considering both overall experiences of the company</td><td></td><td></td><td></td><td>40</td></tr><tr><td>I. Firms Qualification</td><td></td><td></td><td>50</td><td></td></tr><tr><td>A. The firm/group or any of its JV members must be legally operational for at least five (5) years</td><td></td><td>30</td><td></td><td></td></tr><tr><td>- 7 years or more</td><td>100</td><td></td><td></td><td></td></tr><tr><td>- More than 5 but less than 7 years</td><td>85</td><td></td><td></td><td></td></tr><tr><td>- 5 years</td><td>70</td><td></td><td></td><td></td></tr><tr><td>- Less than 5 years but over two years</td><td>50</td><td></td><td></td><td></td></tr><tr><td>- Two years and below</td><td>0</td><td></td><td></td><td></td></tr><tr><td>B. The firm/group or any of its JV members must have completed at least two (2) projects similar to the project at hand</td><td></td><td>70</td><td></td><td></td></tr><tr><td>- 5 projects or more</td><td>100</td><td></td><td></td><td></td></tr><tr><td>- 3-4 projects</td><td>85</td><td></td><td></td><td></td></tr><tr><td>- 2 projects</td><td>70</td><td></td><td></td><td></td></tr><tr><td>- Less than 2 projects</td><td>50</td><td></td><td></td><td></td></tr><tr><td>- No project</td><td>0</td><td></td><td></td><td></td></tr><tr><td>II. Work Experience</td><td></td><td></td><td>30</td><td></td></tr><tr><td>1. Single largest contract similar to the project at hand within five years from opening of bids counting backwards (completed)</td><td></td><td>40</td><td></td><td></td></tr><tr><td>- More than the ABC</td><td>100</td><td></td><td></td><td></td></tr><tr><td>- 75 % - 100% of the ABC</td><td>85</td><td></td><td></td><td></td></tr><tr><td>- 50% but less than 75% of the ABC</td><td>70</td><td></td><td></td><td></td></tr></table>							Short Listing Evaluation Criteria					Criteria	Score	%	%	Pts.	Applicable experience of the consultant and members, in case of joint ventures, considering both overall experiences of the company				40	I. Firms Qualification			50		A. The firm/group or any of its JV members must be legally operational for at least five (5) years		30			- 7 years or more	100				- More than 5 but less than 7 years	85				- 5 years	70				- Less than 5 years but over two years	50				- Two years and below	0				B. The firm/group or any of its JV members must have completed at least two (2) projects similar to the project at hand		70			- 5 projects or more	100				- 3-4 projects	85				- 2 projects	70				- Less than 2 projects	50				- No project	0				II. Work Experience			30		1. Single largest contract similar to the project at hand within five years from opening of bids counting backwards (completed)		40			- More than the ABC	100				- 75 % - 100% of the ABC	85				- 50% but less than 75% of the ABC	70			
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		- below 50% of the ABC	0			
		2. Total value of completed projects within five years from opening of bids counting backwards		30		
		- more than the ABC	100			
		- 75 % - 100% of the ABC	85			
		- 50% but less than 75% of the ABC	70			
		- below 50% of the ABC	0			
		3. Total value of on-going projects within five years from opening of bids counting backwards		30		
		- More than the ABC	100			
		- 75 % - 100% of the ABC	85			
		- 50% but less than 75% of the ABC	70			
		- below 50% of the ABC	0			
		III. Tools and Equipments committed to the project. List are the minimum tools and equipment per Team: - Drilling Machine - Bits - Core Barrels - Casing Note: <i>List of Tools and Equipment should be supported by proof of ownership, lease and/ or purchase agreement. The bidder may choose among the ff. options:</i> 1. Proof of ownership to be included in the <i>Technical Proposal; or</i> 2. Lease Agreement between lessor and lessee and Proof of Ownership of the Lessor to be included in the Technical Proposal; 3. Purchase Agreement between the bidder and the owner. Certification of availability of equipment from the vendor for the duration of the project;			20	
		- Complete set of equipment per cluster (with complete proof)	100			
		- Incomplete sets of equipment per cluster/ Incomplete proof of ownership/ lease	0			
		II. Qualification of Key Personnel				40

		A. For each Lot: One (1) Project Manager			30	
		1. Educational Attainment		40		
		- Licensed Geotechnical/ Civil Engineer with Master's Degree	100			
		- College Degree (Licensed Geotechnical/ Civil Engineer)	70			
		- College Degree (Bachelor degree in Civil Engineering)	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least fifteen (15) years as Project Manager in the field of Subsurface Soil Exploration		40		
		- 20 years and above	100			
		- 18 years but less than 20 years	85			
		- 15 years but less than 18 years	70			
		- 10 years but less than 15 years	50			
		- Less than 10 years	0			
		3. Relevant Training (related to)		10		
		- 72 hours or more relevant training	100			
		- 48 hours but less than 72 hours of relevant training	70			
		- Below 48 hours but not less than 24 hours of relevant training	50			
		- Below 24 hours of relevant training	0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		
		- With government projects handled	100			
		- None	0			
		B. For Each Team : One (1) Geotechnical Engineer			30	
		1. Education		40		
		- Licensed Geotechnical Engineer with Master's Degree	100			
		- College Degree (Licensed Geotechnical Engineer)	70			
		- College Degree (Bachelor degree in Civil Engineering)	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least ten (10) years as Geotechnical Engineer in the field of Subsurface Soil Exploration		40		
		- 15 years and above	100			
		- 12 years but less than 15 years	85			
		- 10 years but less than 12 years	70			

		- 5 years but less than 10 years	50			
		- Less than 5 years	0			
		3. Relevant Training (related to Subsurface Soil Exploration)		10		
		- More than 48 hours of relevant training	100			
		- 24 hours but less than 48 hours of relevant training	70			
		- 16 hours but not less than 24 hours of relevant training	50			
		- Below 24 hours of relevant training	0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		
		- With government projects handled	100			
		- None	0			
		C. For Each Team : Two (2) Civil/Materials Engineer			25	
		1. Education		40		
		- Licensed Civil Engineer as well as Accredited Materials Engineer I or II with Master's Degree	100			
		- Licensed Civil Engineer as well as Accredited Materials Engineer I or II	70			
		- College Degree (Bachelor degree in Civil Engineering)	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least five (5) years as Civil/Materials Engineer		40		
		- 10 years and above	100			
		7 years but less than 10 years	85			
		5 years but less than 7 years	70			
		- 3 years but less than 5 years	50			
		Less than 5 years	0			
		3. Relevant Training (related to Materials Testing)		10		
		- More than 48 hours of relevant training	100			
		- 24 hours but less than 48 hours of relevant training	70			
		- 16 hours but not less than 24 hours of relevant training	50			
		- Below 24 hours of relevant training	0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		

		- With government projects handled	100			
		- None	0			
		D. For Each Team :One (1) Laboratory Technician			15	
		1. Education		40		
		- Licensed Civil Engineer	100			
		- College Degree (Bachelor degree in Engineering courses)	70			
		- Undergraduate in Bachelor degree in any Engineering courses	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least five (5) years as Laboratory Technician		40		
		- 10 years and above	100			
		7 years but less than 10 years	85			
		5 years but less than 7 years	70			
		- 3 years but less than 5 years	50			
		Less than 5 years	0			
		3.Relevant Training (related to Subsurface Soil Exploration)		10		
		- More than 48 hours of relevant training	100			
		- 24 hours but less than 48 hours of relevant training	70			
		- 16 hours but not less than 24 hours of relevant training	50			
		- Below 16 hours of relevant training	0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		
		- With government projects handled	100			
		- None	0			
		Note: One team composed of 1 Geotechnical Engineer, 2 Civil/Materials Engineer, 1 Lab Technician, 3 Skilled Worker, 1 data encoder and 2 project Assistant/Technical Writer, Project Manager shall handle per Lot. For purposes of scoring for key personnel, Project Manager, Geotechnical Engineer, Civil/Materials				

		Engineer and Laboratory Technician shall be considered.				
		Current Workload				20
		A. Current Project Workload (on-going projects)			50	
		- 0 to 1	100			
		- 2	85			
		- 3 and above	70			
		B. Financial Capacity (Current Asset – Current Liabilities)			50	
		- more than the ABC	100			
		- 75 % - 100% of the ABC	90			
		- 50% - 74 % of the ABC	80			
		- below 50% of the ABC	70			
		Total				100
X.	Technical Evaluation Criteria	1. Qualifications of Key Personnel to be Assigned in the Job – 25 Pts				
		Criteria	Score	%	%	Pts.
		Qualification of Key Personnel				25
		B. For each Lot: One (1) Project Manager			30	
		1. Educational Attainment		40		
		- Licensed Geotechnical/ Civil Engineer with Master's Degree	100			
		- College Degree (Licensed Geotechnical/ Civil Engineer)	70			
		- College Degree (Bachelor degree in Civil Engineering)	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least fifteen (15) years as Project Manager in the field of Subsurface Soil Exploration		40		
		- 20 years and above	100			
		- 18 years but less than 20 years	85			
		- 15 years but less than 18 years	70			
		- 10 years but less than 15 years	50			
		- Less than 10 years	0			
		3. Relevant Training (related to)		10		
		- 72 hours or more relevant training	100			
		- 48 hours but less than 72 hours of relevant training	70			
		- Below 48 hours but not less than 24 hours of relevant training	50			
		- Below 24 hours of relevant training	0			

		4. With exposure to Philippine Government projects relevant to the requirement		10		
		- With government projects handled	100			
		- None	0			
		B. For Each Team : One (1) Geotechnical Engineer			30	
		1. Education		40		
		- Licensed Geotechnical Engineer with Master's Degree	100			
		- College Degree (Licensed Geotechnical Engineer)	70			
		- College Degree (Bachelor degree in Civil Engineering)	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least ten (10) years as Geotechnical Engineer in the field of Subsurface Soil Exploration		40		
		- 15 years and above	100			
		- 12 years but less than 15 years	85			
		- 10 years but less than 12 years	70			
		- 5 years but less than 10 years	50			
		- Less than 5 years	0			
		3. Relevant Training (related to Subsurface Soil Exploration)		10		
		- More than 48 hours of relevant training	100			
		- 24 hours but less than 48 hours of relevant training	70			
		- 16 hours but not less than 24 hours of relevant training	50			
		- Below 24 hours of relevant training	0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		
		- With government projects handled	100			
		- None	0			
		C. For Each Team : Two (2) Civil/Materials Engineer			25	
		1. Education		40		
		- Licensed Civil Engineer as well as Accredited Materials Engineer I or II with Master's Degree	100			
		- Licensed Civil Engineer as well as Accredited Materials Engineer I or II	70			
		- College Degree (Bachelor degree in Civil Engineering)	50			
		- Non-Degree Holder	0			

		2. Work Experience for at least five (5) years as Civil/Materials Engineer		40		
		- 10 years and above	100			
		7 years but less than 10 years	85			
		5 years but less than 7 years	70			
		- 3 years but less than 5 years	50			
		Less than 5 years	0			
		3. Relevant Training (related to Materials Testing)		10		
		- More than 48 hours of relevant training	100			
		- 24 hours but less than 48 hours of relevant training	70			
		- 16 hours but not less than 24 hours of relevant training	50			
		- Below 24 hours of relevant training	0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		
		- With government projects handled	100			
		- None	0			
		D. For Each Team :One (1) Laboratory Technician			15	
		1. Education		40		
		- Licensed Civil Engineer	100			
		- College Degree (Bachelor degree in Engineering courses)	70			
		- Undergraduate in Bachelor degree in any Engineering courses	50			
		- Non-Degree Holder	0			
		2. Work Experience for at least five (5) years as Laboratory Technician		40		
		- 10 years and above	100			
		7 years but less than 10 years	85			
		5 years but less than 7 years	70			
		- 3 years but less than 5 years	50			
		Less than 5 years	0			
		3. Relevant Training (related to Subsurface Soil Exploration)		10		
		- More than 48 hours of relevant training	100			

		<ul style="list-style-type: none"> - 24 hours but less than 48 hours of relevant training - 16 hours but not less than 24 hours of relevant training - Below 16 hours of relevant training 	70 50 0			
		4. With exposure to Philippine Government projects relevant to the requirement		10		
		<ul style="list-style-type: none"> - With government projects handled 	100			
		<ul style="list-style-type: none"> - None 	0			
		<p>Note: One team composed of 1 Geotechnical Engineer, 2 Civil/Materials Engineer, 1 Lab Technician, 3 Skilled Worker, 1 data encoder and 2 project Assistant/Technical Writer, Project Manager shall handle per Lot. For purposes of scoring for key personnel, Project Manager, Geotechnical Engineer, Civil/Materials Engineer and Laboratory Technician shall be considered.</p>				
		Total		100		25
		2. Experience and Capability of Consultant – 25 Pts				
		Short Listing Evaluation Criteria				
		Criteria	Score	%	%	Pts.
		Applicable experience of the consultant and members, in case of joint ventures, considering both overall experiences of the company				25
		I. Firms Qualification			50	
		A. The firm/group or any of its JV members must be legally operational for at least five (5) years		30		
		<ul style="list-style-type: none"> - 7 years or more - More than 5 but less than 7 years - 5 years - Less than 5 years but over two years - Two years and below 	100 85 70 50 0			
		B. The firm/group or any of its JV members must have completed at least two (2) projects similar to the project at hand		70		
		<ul style="list-style-type: none"> - 5 projects or more - 3-4 projects - 2 projects - Less than 2 projects 	100 85 70 50			

		- No project	0			
		II. Work Experience			30	
		1. Single largest contract similar to the project at hand within five years from opening of bids counting backwards (completed)		40		
		- More than the ABC	100			
		- 75 % - 100% of the ABC	85			
		- 50% but less than 75% of the ABC	70			
		- below 50% of the ABC	0			
		2. Total value of completed projects within five years from opening of bids counting backwards		30		
		- more than the ABC	100			
		- 75 % - 100% of the ABC	85			
		- 50% but less than 75% of the ABC	70			
		- below 50% of the ABC	0			
		3. Total value of on-going projects within five years from opening of bids counting backwards		30		
		- More than the ABC	100			
		- 75 % - 100% of the ABC	85			
		- 50% but less than 75% of the ABC	70			
		- below 50% of the ABC	0			
		III. Tools and Equipments committed to the project. List are the minimum tools and equipment per Team: - Drilling Machine - Bits - Core Barrels - Casing Note: <i>List of Tools and Equipment should be supported by proof of ownership, lease and/ or purchase agreement. The bidder may choose among the ff. options:</i> 1. Proof of ownership to be included in the Technical Proposal; or 2. Lease Agreement between lessor and lessee and Proof of Ownership of the Lessor to be included in the Technical Proposal; 3. Purchase Agreement between the bidder and the owner. Certification of availability of equipment from the vendor for the duration of the project;			20	

		<div><div><div><div><div><div></div><div>- Complete set of equipment per cluster (with complete proof)</div><div>- Incomplete sets of equipment per cluster/ Incomplete proof of ownership/ lease</div></div></div><div>100</div><div>0</div></div></div></div>																											
		Total	100	25																									
		3. Plan of Approach and Methodology – 50 Pts																											
		<table><tr><td>a.</td><td>Clarity and Simplicity</td><td>5</td></tr><tr><td>b.</td><td>Feasibility</td><td>5</td></tr><tr><td>c.</td><td>Innovativeness</td><td>5</td></tr><tr><td>d.</td><td>Comprehensive and completeness, thoroughness or adequacy</td><td>10</td></tr><tr><td>e.</td><td>Quality and interpretation of project requirements, problems and risks</td><td>10</td></tr><tr><td>f.</td><td>Sustainability</td><td>5</td></tr><tr><td>g.</td><td>Work plan adequacy, completeness, viability and workability</td><td>10</td></tr><tr><td></td><td>Total Grade</td><td>50</td></tr></table>				a.	Clarity and Simplicity	5	b.	Feasibility	5	c.	Innovativeness	5	d.	Comprehensive and completeness, thoroughness or adequacy	10	e.	Quality and interpretation of project requirements, problems and risks	10	f.	Sustainability	5	g.	Work plan adequacy, completeness, viability and workability	10		Total Grade	50
a.	Clarity and Simplicity	5																											
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d.	Comprehensive and completeness, thoroughness or adequacy	10																											
e.	Quality and interpretation of project requirements, problems and risks	10																											
f.	Sustainability	5																											
g.	Work plan adequacy, completeness, viability and workability	10																											
	Total Grade	50																											
		***The minimum score required to pass the technical evaluation is 70 pts.																											
XI.	Proposed Terms of Payment	In consideration of the full amount and satisfactory performance of the serviced rendered by the consultant, the Department of Education (DepEd) shall pay the consultant in accordance with the following: <div><div><div>a. Advance Payment</div><div><div>- 5% of contract amount</div></div></div><div><div>b. Project Progress</div><div><div>- 15% of contract amount to be paid upon submission of completion of at least 20% of the identified schools.</div></div></div><div><div>c. Final Payment</div><div><div>- The remaining balance shall be paid upon submission of completion of all the remaining schools.</div></div></div></div>																											
XII.	Sustainability Factor	Being the owner, DepEd shall be responsible for implementing the project. Consultant shall be responsible for providing all the necessary technical and non-technical documents needed in the proper execution of the project.																											
XIII.	Approved Budget	The financial proposal shall not exceed the Approved Budget for the Contract (ABC) of _____ inclusive of taxes and duties. Those exceeding the ABC shall be automatically rejected.																											
XIV.	Evaluation Procedure	Quality Cost Based Evaluation: Technical: 70%; Financial: 30%; Minimum Technical Score is 70%																											
XV.	Justification (if recommending negotiated contract)																												

3. The **Department of Education, City Schools Division of the City of Tayabas** now invites interested bidder/company to submit proposal together with the following requirements:
- a. Expression of Interest

- b. Company Profile (highlighting the years and experiences of the firm and proof of engagement)
 - c. Curriculum Vitae of the Key Personnel (with proof of experience and training)
 - d. Financial Proposal (Annex A)
 - e. Notarized Omnibus Sworn Statement
 - f. BIR Certificate of Registration and Tax Clearance
 - g. SEC/DTI Registration
 - h. PhilGEPS Registration
 - i. Mayor's/Business Permit
4. The required documents shall be submitted at the address below or through email at **bac.tayabas@deped.gov.ph** not later than 12:00 pm on December 23, 2024.
5. For further information, please refer to:

JENNELYN M. MIRANDILLA

BAC Secretariat

Department of Education, City Schools Division of the City of Tayabas

Address: Brgy. Potol, Tayabas City

Email Add: bac.tayabas@deped.gov.ph

Contact Nos.: 0915 296 7193 / 0917 164 3689/ (042) 785-9615

18 December 2024

HERBERT D. PEREZ

BAC Chairperson

Annex “A”**FINANCIAL PROPOSAL**

Particulars	Quantity	Total Contract Price (including all applicable taxes, amount in Phil Peso)
PROCUREMENT OF SERVICES FOR SOIL EXPLORATION IN VARIOUS SCHOOL SITES IN CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS		
<p>Soil Exploration for the proposed Two (2)-Storey Four (4) Classrooms Building at Eugenio Francia Integrated School,</p> <p>Labor, instrument/equipment materials and supplies, vehicles, bunkhouses, etc., necessary to perform satisfactorily the subsurface soil exploration herein required, viz</p> <p>A. Drilling and sampling</p> <p>B. Standard Penetration Test (SPT)</p> <p>C. Water Level Measurements</p> <p>D. Laboratory Testing and Analysis</p>	1	

E. Preparation and Submission of Reports		
<p>Soil Exploration for the proposed Three (3) - Storey Nine (9) Classrooms Building at South Palale Elementary School,</p> <p>Labor, instrument/equipment materials and supplies, vehicles, bunkhouses, etc., necessary to perform satisfactorily the subsurface soil exploration herein required, viz</p> <p>A. Drilling and sampling</p> <p>B. Standard Penetration Test (SPT)</p> <p>C. Water Level Measurements</p> <p>D. Laboratory Testing and Analysis</p> <p>E. Preparation and Submission of Reports</p>	1	
TOTAL		

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date