

SPECIAL BIDS AND AWARDS COMMITTEE

Resolution No. 0033

Series of 2015

**SUBJECT:** *RECOMMENDING THE AWARD OF CONTRACT TO MS. MARJORIE GRACE V. RAFOLS FOR THE POSITION OF PROJECT DEVELOPMENT ASSOCIATE UNDER THE OFFICE OF THE PROJECT DIRECTOR OF THE PRDP-NPCO*

**REFERENCES:**

- Purchase Request No. 0001-N-2015 with an Estimated Project Cost (EPC) of Php770,000.00
- Included in the CY 2015 PRDP Procurement Plan
- PhilG-EPS: posted on 26 January 2015, deadline of submission of which is on 02 February 2015, 05:00 p.m.
- Mode of Procurement: Selection of Individual Consultant (SIC) under World Bank Procurement Guidelines

**WHEREAS,** under World Bank Procurement Guidelines, Selection of Individual Consultant (SIC) may be availed of, to wit:

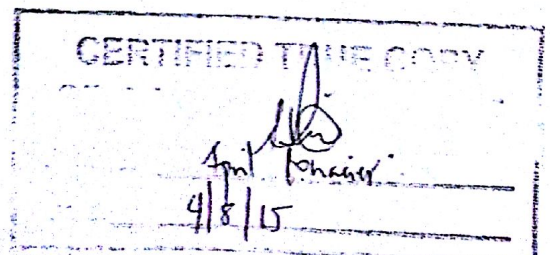
**"V. SELECTION OF INDIVIDUAL CONSULTANTS**

*5.1 Individual consultants are normally employed on assignments for which (a) teams of personnel are not required, (b) no additional outside (home office) professional support is required, and (c) the experience and qualifications of the individual are the paramount requirement. When coordination, administration, or collective responsibility may become difficult because of the number of individuals, it would be advisable to employ a firm.*

*5.2 Individual consultants are selected on the basis of their qualifications for the assignment. They shall be selected through comparison of qualifications of at least three candidates among those who have expressed interest in the assignment or have been approached directly by the Borrower. Individuals employed by Borrowers shall meet all relevant qualifications and shall be fully capable of carrying out the assignment. Capability is judged on the basis of academic background, experience and, as appropriate, knowledge of the local conditions, such as local language, culture, administrative system, and government organization."*

**WHEREAS,** prior to the deadline of submission of Curriculum Vitae, it was determined that eight (8) Curricula Vitae (CVs) were submitted to the Special Bids and Awards Committee (SBAC) Secretariat for the Project Development Associate (PDA);

**WHEREAS,** the received CVs were endorsed to the Personnel Selection Committee for their evaluation. The PRDP Personnel Selection Committee agreed on the following criteria for the PDA under the Office of the Project Director and proceeded with the evaluation of their CVs based on the following criteria, to wit:



Educational Attainment (10%) Qualification in the Field of Assignment (50%)	
Communication Skills/Knowledge Written (20%) Oral Examination (20%)	40%
<b>TOTAL</b>	<b>100%</b>

**WHEREAS,** the evaluation of the Personnel Selection Committee provides that is the Highest Rated Bidder with a rate of 94.4% for the position of Project Development Associate (PDA) under the Office of the Project Director - National Project Coordination Office (NPCO). The Personnel Selection Committee is hereby attached as Annex "A" and made an integral part hereof;

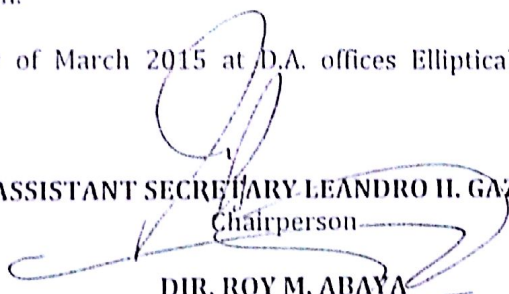
**WHEREAS,** the Technical Working Group (TWG) also adhered with the recommendation of the Personnel Selection Committee that Ms. Marjorie Grace V. Rafols is the Highest Rated Bidder for the position of Project Development Associate (PDA) under the Office of the Project Director-National Project Coordination Office (NPCO). The Memorandum of the TWG is hereby attached as Annex "B" and made as integral part hereof;

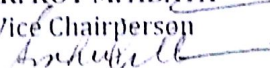
**WHEREAS,** after review of the evaluation results, the Special Bids and Awards Committee (SBAC) adopted the recommendation of the Technical Working Group and PRDP Personnel Selection Committee to award the contract to Ms. Marjorie Grace V. Rafols for the position of Project Development Associate (PDA) under the Office of the Project Director-National Project Coordination Office (NPCO);

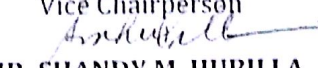
**WHEREAS,** it was further agreed that this resolution approved unanimously shall be approved by referendum by the Special Bids and Awards Committee;

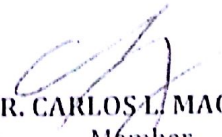
**WHEREFORE,** in view of the foregoing premises, **THE COMMITTEE RESOLVES AS IT IS HEREBY RESOLVED** to recommend the award of contract for the position of Project Development Associate (PDA) under the Office of the Project Director - National Project Coordination Office (NPCO) to Ms. Marjorie Grace V. Rafols for a period of six (6) months in the total amount of PESOS: Two Hundred Ten Thousand (Php210,000.00) or PESOS: Thirty Five Thousand (Php35,000.00) per month.

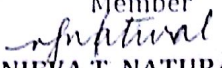
Done this 2<sup>nd</sup> day of March 2015 at O.A. offices Elliptical Road, Diliman, Quezon City, Philippines.

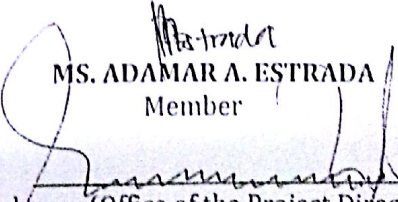
  
ASSISTANT SECRETARY LEANDRO H. GAZMIN  
Chairperson

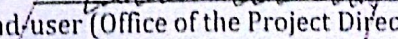
  
DIR. ROY M. ABAYA  
Vice Chairperson

  
DIR. SHANDY M. HUBILLA  
Member

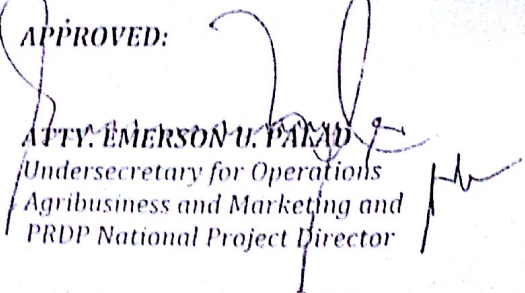
  
DIR. CARLOS L. MAGNAYE  
Member

  
Ms. NIEVA T. NATURAL  
Technical Working Group (TWG)

  
MS. ADAMAR A. ESTRADA  
Member

  
End-user (Office of the Project Director-NPCO)

APPROVED:

  
ATTY. EMERSON U. PALAD  
Undersecretary for Operations  
Agribusiness and Marketing and  
PRDP National Project Director

