



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office 10
Antonio Luna Street, Cagayan de Oro City
Telephone No. (088) 8562753-55
Email Address: agri10cdo@gmail.com

REQUEST FOR EXPRESSION OF INTEREST
HIRING OF CONSULTANCY SERVICES (INDIVIDUAL CONSULTANT)
SOLICITATION NO. 2023-104-JLO

1. The Government of the Philippines (GOP) has received a loan from the International Bank for Reconstruction and Development – World Bank (IBRD-WB) toward the cost of Philippine Rural Development Project (PRDP), and it intends to apply part of the proceeds of this loan to payments for the cost of Hiring of Consultancy Services (Individual Consultants).

2. The Department of Agriculture – Regional Field Office 10 (DA-RFO 10) hereinafter referred to as the “End-User” now requests interested applicants to submit Expression of Interest for the HIRING OF INDIVIDUAL CONSULTANT, namely:

No.	Position	No. of staff required	Monthly Salary
1	Business Development Officer	1	Php54,000.00
6 months			

3. A set of Terms of Reference (TOR) is provided as attachments.

4. Interested applicants must submit the following documents in two (2) copies in a sealed envelope:

- a. Application Letter
- b. Transcript of Records (Validated by the School Registrar)
- c. Curriculum Vitae (CV) with 2x2 ID picture and other credentials to support the CV (Diploma, Certificates of Employment and Work Experience Sheet-concurred by immediate supervisor, Proof of Eligibility, Certificates of Training, etc.)

Please address your Letter of Intent to:

CARLOTA S. MADRIAGA
Chair, Bids and Awards Committee
Department of Agriculture – Regional Field Office 10
Antonio Luna Street, Cagayan de Oro City

Expressions of Interest must be duly delivered and received by the BAC Secretariat not later than 5:00 P.M. on **July 5, 2023 (Monday)**, at the Bids and Awards Committee Office, Department of Agriculture – Regional Field Office 10, Antonio Luna Street, Cagayan de Oro City.

5. The applicant shall be evaluated on the following criteria:

- Educational Attainment – 50%
- Work Experience – 30%
- Knowledge, Skills and Abilities – 20%



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6. A shortlisted applicant shall obtain a Curriculum Vitae rating of 75% and shall be notified for examination and interview schedule at DA-RFO 10.

7. Summary of evaluation of shortlisted applicants shall be on the following criteria:

Curriculum Vitae - 60%
Interview - 25%
Written Examination - 15%

8. Bidding procedures will be conducted in accordance with the provisions of the World Bank Guidelines and taking into consideration the related provisions in the Project Loan Agreement and Guidelines in the Procurement under the IBRD loans and IDA credits. The individual applicants will be selected in accordance with the procedure set out in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, May 2011.

9. The Procuring Entity shall evaluate bids using the Selection of Individual Consultants (SIC) Method.

10. The contract shall be good for 6 months.

11. The DA-RFO 10 reserves the right to reject any and all bids, annul the bidding process, or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

Department of Agriculture - Regional Field Office 10

MARY GRACE B. STA. ELENA

Head, BAC Secretariat – Other Goods, Infrastructure and Services
Department of Agriculture-Regional Field Office 10
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CARLOTA S. MADRIAGA

Chair, Bids and Awards Committee-A.2