



September 18, 2023

**REQUEST FOR EXPRESSION OF INTEREST (REOI)**  
Hiring of Consultancy Services (Individual Consultant)  
**Solicitation No. SIC-013-2023**  
Estimated Project Cost: PhP198,720.00

1. The Government of the Philippines has received Financing from the World Bank towards the cost of the Philippine Rural Development Project (PRDP) and it intends to apply part of the proceeds of this to payments for the cost of Hiring of Consultancy Services (Individual Consultant) / Technical Assistance (TA).
2. The Department of Agriculture hereinafter referred to as the "End-User" now requests you to submit Expression of Interest for the **HIRING OF INDIVIDUAL CONSULTANT** namely:

Item no.	Description	Required number & duration	Total cost
1	ADMINISTRATIVE ASSISTANT	1 person; 4 months	PhP 112,320.00
2	ADMINISTRATIVE AIDE	1 person; 4 months	PhP 86,400.00

A set of Terms of Reference (TOR) is provided in Attachment 1.

4. 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 IBRD loans and IDA credits. The individual consultants 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, January 2011.**
5. Interested applicants shall submit their Letter of Expression of Interest and one (1) copy of Curriculum Vitae and supporting documents, if necessary, via email at sbacsec.southluzon@gmail.com or through a sealed envelope marked:


**HIRING OF CONSULTANCY SERVICES (INDIVIDUAL CONSULTANT)**

Solicitation No. : **SIC-013-2023**  
PR No. : **2023-082**  
Position : *(Please indicate desired position)*

6. sealed application must be delivered at the address below and the deadline of submission of application/letter of intent & Curriculum Vitae is not later than **12:00NN of October 05, 2023:**

Philippine Rural Development Project (PRDP)  
Project Support Office (PSO) South Luzon  
Special Bids and Awards Committee (SBAC) Secretariat  
3<sup>rd</sup> Floor (PRDP South Luzon-Procurement Unit) RMIC Building,  
BPI Compound, Visayas Avenue, Diliman, Quezon City

7. The Department of Agriculture reserves the right to accept or reject any bid, and to annul the Selection of Individual Consultants (SIC) process or reject all EOIs at any time prior to contract award, without thereby incurring any liability to the affected bidder/bidders.

  
**REDELLIZA A. GRUEZO**  
Chairperson, Special Bids and Awards Committee