REQUEST FOR EXPRESSION OF INTEREST FOR THE

Procurement of Consulting Services for the MEPFS Pre-design Phase of the SEC HQ Rehabilitation and Leadership in Energy and Environmental Design (LEED) Certification

PB No. 2025-010

1. The Securities and Exchange Commission (SEC), through the authorized appropriations under the **FY 2025 Approved Operating Budget of SEC,** intends to apply the sum of **Four Million Eight Hundred Thousand Pesos (₱ 4,800,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the "**Procurement of Consulting Services for the MEPFS Pre-design Phase of the SEC HQ Rehabilitation and Leadership in Energy and Environmental Design (LEED) Certification (PB No. 2025-010)**". Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

2. The SEC now calls for the submission of eligibility documents for the abovementioned Project, which aims to improve accessibility, safety, comfort, and convenience; to improve code compliance of building facilities and systems with applicable laws and standards; to provide aesthetic consistency in common areas; to integrate green building principles into the building design; and to facilitate smooth operations and improved maintainability.

3. SEC will hold a meeting on the eligibility documents with the prospective bidder/interested consultants (i.e., Consulting Firm/Group) on **15 April 2025 at 1:00 P.M.** at the Conference Room 7/F SEC Headquarters, 7907 Makati Ave., Salcedo Village, Brgy. Bel-Air, Makati City and/or through video conferencing or webcasting via Zoom.

4. Eligibility documents of interested consultants must be duly received by the BAC Secretariat through manual submission at the office address indicated below **on or before 21 April 2025 at 9:00 AM**. Late bids shall not be accepted. Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion.

5. Interested bidders may obtain further information from the BAC Secretariat and inspect the Bidding Documents at the address given below during office hours from 8:00 a.m. to 5:00 p.m.

6. A complete set of Bidding Documents may be acquired by interested Bidders on **10 April 2025** from the address below.

   It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the SEC website.

7. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 12009. 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 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 12009 (RA 12009), otherwise known as the "New Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The BAC shall consider the shortlist should less than five (5) prospective bidders apply for eligibility and short listing, and actually pass the eligibility check or pass the minimum score required.

9. The criteria and rating system for short listing are:

    i. *Experience of the firm (40%)*

    ii. *Qualifications of key personnel (50%)*

    iii. *Current workload relative to capacity (10%)*

10. The Procuring Entity shall evaluate bids using the *Quality-Cost Based Evaluation (QCBE).* The criteria and rating system for the evaluation of bids shall be provided in detail in the Eligibility Data Sheet.

11. The SEC 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 Sections 70 of RA 12009 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

    Moreover, in accordance with Section 52.6 of the IRR of RA No. 12009, notwithstanding the eligibility of a consultant and/or inclusion in the shortlist of consultants, SEC reserves the right to review the consultant's qualifications at any stage of the procurement process if it has reasonable grounds to believe that a misrepresentation has been made, or that there has been a change in the consultant's capability to undertake the project from the time of submission of the eligibility requirements.

12. For further information, please refer to:

    Procurement Unit
    7th Floor The SEC Headquarters 7907 Makati Ave., Salcedo Village Bel-Air, Makati City 1209 Telephone No.: 8818-5330
    Electronic mail: mrcsuing@sec.gov.ph
    https://www.sec.gov.ph
    https://www.philgeps.gov.ph

10 April 2025

Oliver O. Leonardo
BAC Chairman, Goods (IT) and Consulting Services