



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Cebu | Iloilo | Jasaan | Oroquieta | Panay

INVITATION /REQUEST FOR SUBMISSION OF PRICE QUOTATION
Posted in PhilGEFS Website/Conspicuous Place at the Procuring Entity

The University of Science & Technology of Southern Philippines, through the Bids and Awards Committee (BAC) hereby invites interested parties to submit quotation for the procurement of the following item:

Reference No.	Qty.	Unit	Specification/Description	Approved Budget for the Contract	Mode of Procurement
RFQ NP- HTC- 001- 2021	Please see details below	Please see details below	Negotiated Procurement of Consulting Services for Clup expert and master plan external reviewer	₱400,000.00	Highly Technical Consultant- Section 53.7, Rule XVI, Revised IRR of RA 9184)

Deadline for the submission of quotation is on February 2, 2021 at 12:00 noon at the Procurement Unit, 2nd Floor, USTIP Gymnasium building. You may submit your quotation through fax number 856-4696 / 856-1739 or through personal delivery in a sealed envelope.

The University of Science & Technology of Southern Philippines reserves the right to accept or reject any or all bids / price quotations, to annul the process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.


ATTY. KENNETH M. KEMPIS
BAC II Chairman



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panayon

Date: January 28, 2021
Quotation No.: RFQ-NP-HTC-001-2020

Name of Project: Procurement of Consulting Services for Clup expert and master plan external reviewer

The Manager

Cagayan de Oro City

Please quote your lowest price on the item/s listed below, subject to the general Conditions stated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than February 02, 2021 at 12:00 noon. Please enclosed in a sealed envelope.

Signature of Atty. Kenneth M. Kempis

BAC II Chairman

- NOTE: 1. DELIVERY PERIOD WITHIN 7 CALENDAR DAYS UPON RECEIPT OF PO.
2. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
3. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED. (if applicable)
4. THE USTP RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS FOR ANY JUSTIFIABLE AND REASONABLE GROUND WHERE THE AWARD OF THE CONTRACT WILL NOT REDOUND TO THE BENEFIT OF THE GOP.
5. REQUIREMENTS: 1) PHILGEPS REGISTRATION (PLATINUM MEMBERSHIP).

Table with 5 columns: ITEM #, QTY, UNIT, DESCRIPTIONS AND SPECIFICATIONS, APPROVED UNIT COST (PHP), UNIT PRICE. Row 1: 1, 1, lot, Consultancy Services CLUP Expert and Master Plan External Reviewer (Please see attached scope of work), 400,000.00

Brand Name:

Delivery Period:

Price Validity:

After having carefully read and accepted your General Conditions I/We quote you on the item at prices noted above.

Villaseca- Consultancy Services
RFQ-NP-HTC-001-2021
Resolution No 032-2021
PR No. 031-2021

Printed Name / Signature

Tel. #./address/e-mail add

Date

C.M. Recto Avenue, Lapanan, Cagayan de Oro City 9000 Philippines, Tel. Nos. +63 (8) 856 1738; Telefax +63 (88) 856 4696 | www.ustp.edu.ph



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jesson | Oroquieta | Panaon

CLUP EXPERT & MASTER PLAN EXTERNAL REVIEWER TERMS OF REFERENCE

The University of Science and Technology of Southern Philippines (USTP) is requesting applications from an expert on comprehensive land use planning who will serve as external reviewer of the Comprehensive Master Plan for the development of the University's Science and Technology Park.

I. BACKGROUND

The USTP's 292 -hectare lot at Alubijid/AGILA area in Misamis Oriental will be developed into a Science and Technology Park hosting the future USTP main campus, industrial and innovation hubs, and government centers. A top priority of the Science and Technology Parks Management Committee that requires immediate action is the Master Plan for the S&T Park AGILA planning site. The modality that the USTP had chosen in pursuing the master planning process is tapping internal experts and engaging external consultants as needed. While an interdisciplinary master planning project team of the University is carrying out the relevant processes and other activities, and that the master plan will be internally generated, there is a need for specialized expertise to support and help expedite the delivery of expected outputs.

The USTP will hire a planning specialist with expertise in comprehensive land use planning. He has to be Registered Urban/Environmental Planner with considerable knowledge and experience in master planning to serve as external reviewer of the Comprehensive Master Plan of the USTP S&T Park at the Alubijid/AGILA planning site and regularly provide the necessary advice within the duration of the consultancy engagement.

II. OBJECTIVE AND EXPECTED OUTPUT

The consultant's services are meant to support the USTP S&T Park's Master Planning Project Team in expediting the delivery of their expected outputs and ensuring that the quality of the latter would benefit from the reviewer's expertise and "outsider's perspective". By the end of the contract period, under the TOR, the Consultant is expected to have had regularly given the needed feedbacks and advice in the course of the engagement; and to have examined and improved the Master Plan drafts for these 3 main volumes/parts: 1 – Profile and Situational Analysis Report, 2 – Conceptual Master Plan, and 3 – Comprehensive Master Development and Business Plan.

The man days allotted to the Consultant are purposely spread out so he/she can still be consulted during the final preparation for the approval of the Comprehensive Master Development and Business Plan by the USTP Board of Regents.

III. **SCOPE OF WORK:** The CLUP Expert and Master Plan External Reviewer is expected to

- Provide technical assistance in the refinement of the S&T Park's Comprehensive Master Development and Business Plan during the contract period.
- Serve as an external reviewer of the write-ups on all components of the whole Master Plan
- Participate in meetings and other relevant activities when requested by the Master Planning Project Coordinator
- Ensure timely delivery of outputs based on set deadline dates.

IV. **PROJECT DURATION:** Four (4) man months, with expected outputs to be delivered within eight (8) months.

V. **PAYMENT:** Four (4) man-months (4 months x P100,000 per month) spread over eight (8) months or until such time that the Client accepts the deliverable Output.

Matrix of Payment Schedule

In consideration of the services provided based on the TOR, the Client shall pay the Consultant a total of Php 400,000.00 for four man-months (4 months :: Php 100,000.00 per man-month) spread over eight months or until such a time that the Client accepts the deliverable outputs.

The above professional fee is inclusive of Expanded Withholding Tax and shall be payable as per the following Schedule of Payment:

Tranche	Percent Payment	Amount
Mobilization	10%	Php 40,000.00
Upon the Client's acceptance of the reviewed and improved PSAR	25%	100,000.00
Upon the Client's acceptance of the reviewed and improved Conceptual Master Plan	25%	100,000.00
Upon the Client's acceptance of the reviewed and improved Comprehensive Master Development and Business Plan	30	120,000.00
After the Client's final consultation by the end of the contract period	10%	40,000.00
Total	100%	Php 400,000.00

VI. **QUALIFICATION CRITERIA:**

The Consultant shall be considered based on the following criteria:

- A. Expertise and Qualifications Required
- B. Relevant Work Experiences (completed works, location, area, etc.)
- C. Length of Professional Experience (at least 10years)

VII. **CRITERIA FOR TECHNICAL EVALUATION**

A. Qualifications of the Consultant (70 points)

i. Education

ii. Technical Experiences required

Prepared and Submitted by:




DR. MARIA NOELYN S. DANO
Master Planning Project Coordinator,
USTP S&T Park - Alubijid Planning Site

Recommending Approval:

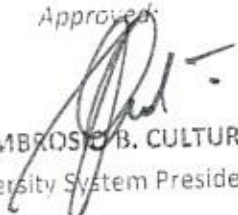


ARCH. FERDINAND BUMPA
IPFDC Director, and Person-in-Charge, S&T Park - Alubijid

Funds Available:

 ₱400,000 ✓
CHERRY ANN D. SALUSOD, CPA
Authorized Finance Officer
Techno park - alubijid

Approved:



DR. AMBROSIO B. CULTURA II
University System President