
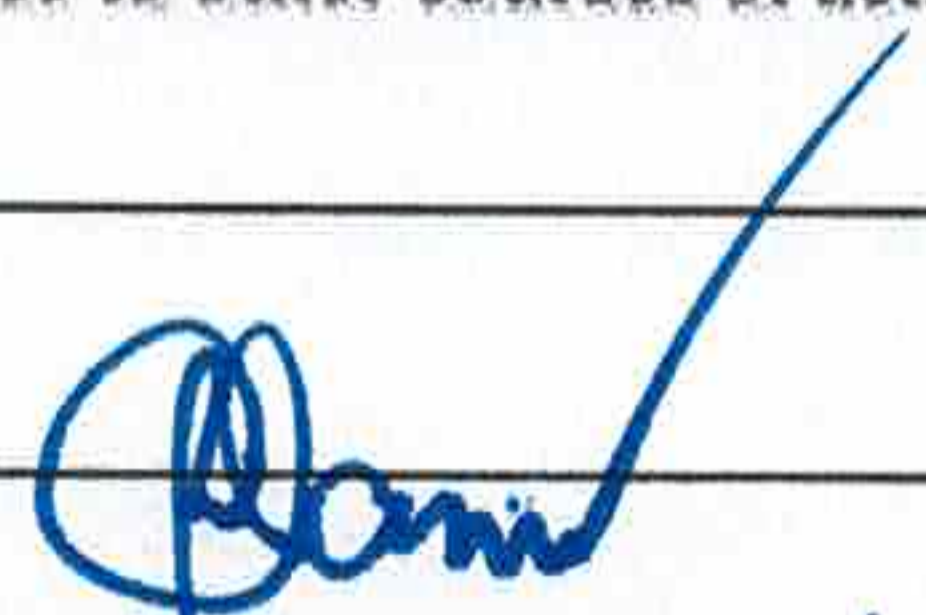

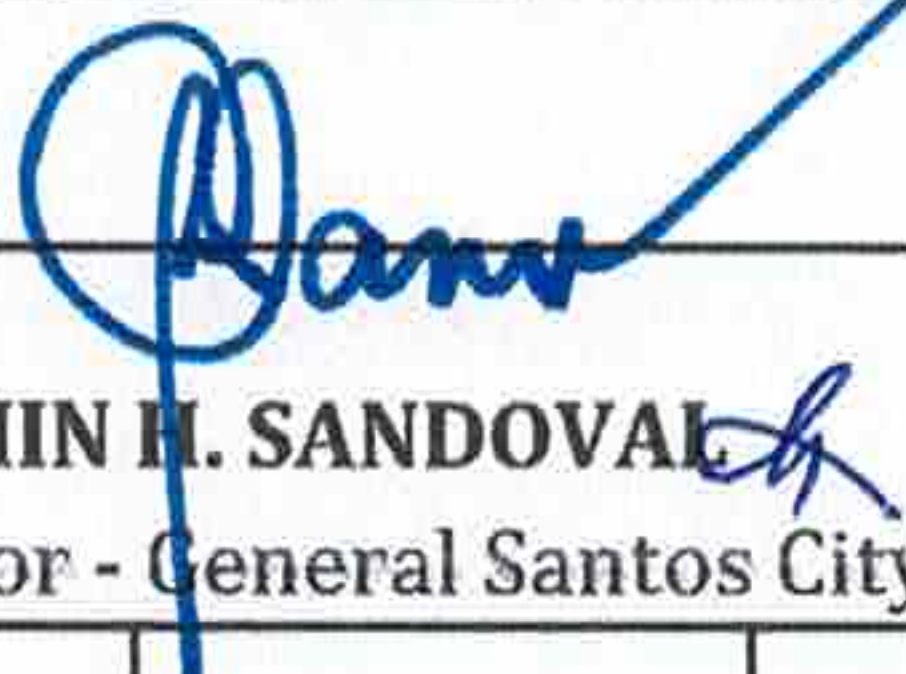

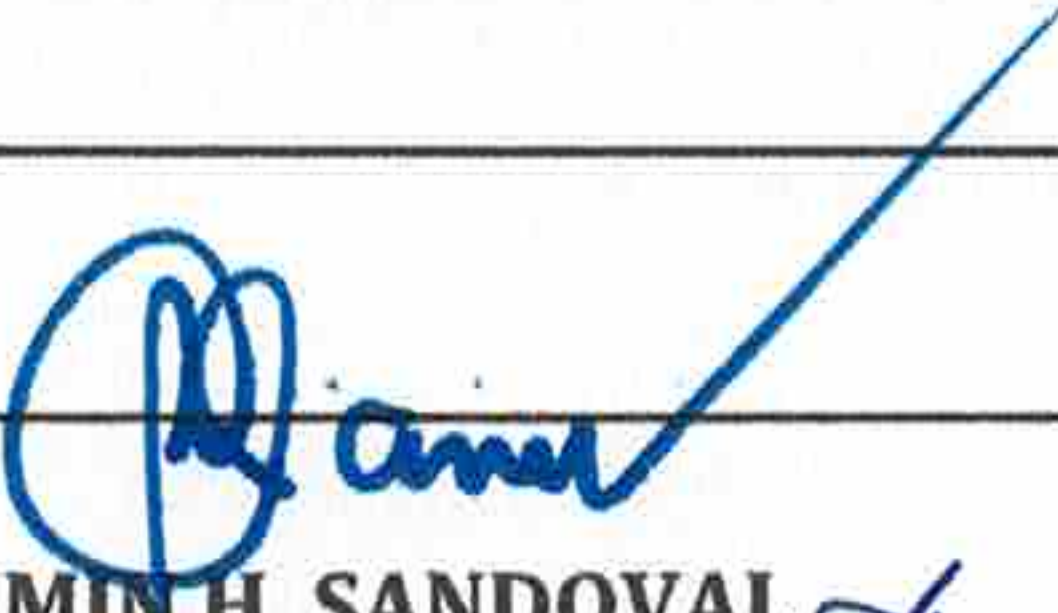
		Republic of the Philippines <b>DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII</b> Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City, South Cotabato		Document Code <b>FM-QP-DILG-AS-RO-10-07</b>				
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MODE OF PROCUREMENT:		Negotiated Procurement - Small Value Procurement (SVP)		RFQ No. : SVP2025-07-057				
Name of Procuring Entity:		DILG REGION XII		Date: 16 JULY 2025				
Office/End User:		ORD-PDMU						
Company Name (TO BE FILLED OUT BY SUPPLIER):								
Address (TO BE FILLED OUT BY SUPPLIER)								
*PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)								
Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:								
TERMS AND CONDITIONS:								
1. Bidders shall provide correct and accurate information required in this form.			6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).					
2. Bidders may quote for any or all items.			7. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.					
3. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.			8. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.					
4. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.								
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.								
APPROVED BUDGET FOR THE CONTRACT (ABC):  PHP 600,000.00			RILIMIN H. SANDOVAL City Director - General Santos City					
ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	APPROVED BUDGET FOR THE CONTRACT (ABC)		STATEMENT OF COMPLIANCE	PRICE OFFER FROM SUPPLIER/SERVICE PROVIDER	
				ABC PER ITEM	TOTAL ABC		OFFER PER ITEM	TOTAL OFFER
	CONSULTANCY SERVICES FOR IMPLEMENTATION OF THE THIRD-PARTY MONITORING (TPM) FOR FY 2025							
1	Consultancy Services	1	job	600,000.00	600,000.00			
							GRAND TOTAL:	
Terms of Reference (TOR)								
A.	Background							
	The department seeks to engage a third-party monitoring (TPM) service provider to assess and validate the implementation of the infrastructure projects under LGSF-FALGU, LGSF-GEF, LGSF-SBDP, and LGSF-SAFPB funded in FYs 2022-2024. The TPM service provider will ensure objective evaluation survey, provide valuable insights, and enhance the integrity of the monitoring process.							
B.	Project Duration: 3 Months							
	The assignment expected to be conducted from August to October 2025							
	The services are expected to be accomplished based on the duration details of each project being monitored and shall submit the Terminal Report not later than <b>October 31, 2025</b>							
C.	Coverage and Scope							
	1. The TPM shall cover a total of <b>60 infrastructure projects</b> under LGSF-FALGU, LGSF-GEF, LGSF-SBDP, and LGSF-SAFPB funded in FYs 2022-2024 reported as completed as of December 31, 2024. Note: Lists of pre-identified projects per province and Term of Reference (TOR) were attached for reference of participating bidder							
	2. The scope of the monitoring shall include:							
	(i) Planning phase;							
	(ii) Project implementation phase; and							
	(iii) Results and outcomes of the LGSF projects							
D.	Scope of Works and Expeted Outcome							
	The TPM Service Provider shall:							
	1. Develop and submit the following initial outputs:							
	a. Inception Report and Survey Instrument describing the process, steps and strategies needed in conducting the TPM; and							
	b. Work and Financial Plan reflecting the detailed activities, deliverables, budget requirements and schedule of implementation							

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<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b>  <b>PHP 600,000.00</b>		<div> <b>RILIMIN H. SANDOVAL</b> City Director - General Santos City</div>									
	2. Provide and mobilize an individual or a team as third-party monitors that shall conduct the actual assessment of the projects using the standard TPM Manual and tools;										
	3. Encode the responses of the respondents in the Google Form developed by the DILG.										
	4. Take high-quality photo and video documentation and submit together with the monthly progress reports and terminal report to DILG Regional Office both electronic and hard copy.										
	5. Ensure to collect only the relevant information from the respondents such as age, sex, sector and/or organization, region/location for documents purposes.										
	6. Submit an implementation progress report to the RTWG on a monthly basis and present the final output to the RTWG in an exit conference;										
	7. Submit TPM report and all data collected including documented stories and other observations not captured in the tool										
	8. Submit terminal report to the Regional Director thru the RTWG at the end of the engagement with the Regional Office NLT <b>October 31, 2025</b>										
	9. Conduct four (4) meetings together with DILG XII RTWG: (1 mtg for the pre implementation, 2 mtgs - during implementation, and 1 mtg for post implementation / exit conference										
	10. Preparing comprehensive reports highlighting key findings and recommendations										
<b>E.</b>	<b>Output /Deliverables</b>										
	1. Inception Report, including methodology and work plan										
	2. Data collection tools and frameworks										
	3. Progress reports detailing and monitoring activities and preliminary findings										
	4. Comprehensive Terminal Report (2 sets of hard copy and editable files) that will package the three (3) outcomes such as; a. Governance and Oversight, b. Process Implementation and c. Result)										
<b>F.</b>	<b>Institutional Arrangement</b>										
	The TPM service provider will coordinate closely with DILG XII and designated focal persons. Regular updates and consultation will be conducted to ensure alignment with project activities										
<b>G.</b>	<b>Duty Station</b>										
	The TPM Service provider will be based in the Philippines and with CSO's office location within the Region XII;										
<b>H.</b>	<b>Qualifications of Participating CSOs</b>										
	<b>Accredited CSO/NGO</b> - Recognized by DILG/NGAs										
	<b>Stakeholder Convening Power</b> - National Networks and Local Groups										
	<b>Independence</b> - Free from direct implementation roles										
	<b>Technical Capacity</b> - Skilled in monitoring and evaluations activity and develop a Framework and Tools describing the process and steps needed to conduct project monitoring & evaluation										
	<b>Co-creation Commitment</b> - Active in all project stages										

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<b>Experience</b> - Must have at least 2 years experience in project implementation, project monitoring and evaluation (M&E), and Results-Based Monitoring and Evaluation (RBME)											
<b>Staff Requirements</b> - The TPM Service Provider shall provide the qualifications and competencies of the staff they will be mobilizing for the endeavor. It shall be duly registered and accredited by the DILG as implementing agency and has an organization complete with structure and staffing pattern.											
<b>I. Other Documentary Requirements:</b>											
1) Initial Outputs: (Indicated in Item C above)											
a. Inception Report and Survey Instrument describing the process, steps and strategies needed in conducting the TPM; and											
b. Work and Financial Plan reflecting the detailed activities, deliverables, budget requirements and schedule of implementation											
2) Copy of Accreditation Certificate											
3) Copies of Documents as proof of previous contracts, such as:											
a. Work and Financial Plan											
b. Progress Reports and/or											
c. Terminal Report											
<b>J. Others:</b>											
The following expenses must be inclusive of consultancy fee:											
a. Allowance											
b. Travel and Lodging											
c. Meetings / Exit Conference											
<b>All of the required items in the RFQ must be accomplished COMPLETELY. DO NOT LEAVE ANY BLANK PORTIONS ON THE STATEMENT OF COMPLIANCE. Bidders must state either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the item/s offered. Failure to do so shall be a ground for the rejection of the bid.</b>											
<b>In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements:</b>											
BIR Registration / TIN Number											
Certificate of Business Name Registration from DTI (Updated) / SEC Registration											
Tax Clearance Certificate from BIR (Updated) (if Applicable)											
Business/ Payor's Permit (Updated)											
Accomplished and Notarized Omnibus Sworn Statement ( <a href="https://www.gppb.gov.ph/downloadable-forms/#tab-61412">Download Template https://www.gppb.gov.ph/downloadable-forms/#tab-61412</a> )											

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Certificate of PhilGEPs Registration /Registration number (Red Membership)  For inquiries or clarifications, you may contact <b>Engr. Mila A. Inodio at Telephone No. 228-6524 or Ms. Kristene Joy Elipan at Telephone Numbers (083) 228-7960 or email address at dilg12supply@gmail.com and dilgro12rbacsecretariat@gmail.com.</b>											
IMPORTANT: Please submit your quotation/s in SEALED ENVELOPE/S on/before <u><b>JULY 22, 2025</b></u> at exactly <u><b>10:00 AM</b></u> at the DILG Regional Office 12, Regional Center, Brgy. Carpenter Hill, Koronadal City, South Cotabato.											
<b>Warranty</b>				<b>Price Validity</b>							
After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.											
				<b>Printed Name/Signature/Date</b>							
				<b>Tel. No./Cellphone No.</b>							
				<b>Tel. No./Cellphone No.</b>							