DII DII	G	Rep DEPARTMENT OF THE I Prime Regional Government Center	NTERIC		OCAL GOVERN		Document Co FM-QP-D Rev. No. 01	Ode DILG-AS-RO-10 Eff. Date Pag 06.01.23 1 of	ze	
MODE	OF PROCUREMENT:	Negotiated Procurement - Sr (SVP)	nall Value Procurement RFQ No. :			SVP2025-0	7-057			
Name o	f Procuring Entity:	DILG REGION XII				Date:	16 JULY 20	)25		
Office/I	ffice/End User: ORD-PDMU									
and a second second	ny Name (TO BE OUT BY SUPPLIER):									
	s (TO BE FILLED OUT PLIER)									
BE FII	GEPS Registration	PLIER)								
		e for the requirements listed h	iereund	ler subje	ct to the Term	s and Condition	is stated below	and submit to t	his office duly	
signed:			TER	MS ANT	CONDITION	S:				
1. Bidde	ers shall provide correct	and accurate information	No. of Concession, name	States of the local division of the local di	ومارها وبريستين الموجازي والبروجي المتنابك	STATES OF TAXABLE PARTY OF TAXABLE PARTY.	shall be valid on	ly if they are signe	ed or initialed by the	
required	l in this form.				thorized repres					
	ers may quote for any or					to inspect and/o	or to test the goo	ds to confirm the	ir conformity to the	
	quotation(s) to be denor all taxes duties and/or le	ninated in Philippine Peso shall		and the second se	The second s		c	4.07.2 6.1	C.1	
								1%) of the value of lelay.		
	nall be rejected.	roveu Duugeeror ine contruct	rescind	the contr	act once the cu	mulative amount	t of liquidated da	amages reaches te	n (10) percent of	
5. Awar	d of contract shall be ma		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.							
		(for consulting services) which								
	s with the minimum tech nd conditions stated here	nical specifiactions and other				0	/			
							n_/			
API	PROVED BUDGET FOR	R THE CONTRACT (ABC):					yuny			
	<b>PHP 600</b>	0,000.00				RILIMIN City Director	H. SANDOVAL			
			APPRO		APPROVED	BUDGET FOR	General Santos			
ITEM NO.	ITEM	DESCRIPTION	QTY.	QTY. UNIT	THE CONTRACT (ABC)		STATEMENT OF COMPLIANCE	PRICE OFFER FROM SUPPLIER/SERVICE PROVIDER		
					ABC PER ITEM	TOTAL ABC		OFFER PER ITEM	TOTAL OFFER	
	installed and a second second second second second	ES FOR IMPLEMENTATION OF ONITORING (TPM) FOR FY								
1	<b>Consultancy Services</b>		1	job	600,000.00	600,000.00				
								GRAND TOTAL:		
	<b>Terms of Referenc</b>	e (TOR)								
Α.	Background									
	The department seeks to engage a third-party monitoring the implementation of the infrastructure projects under SAFPB funded in FYs 2022-2024. The TPM service pro- provide valuable insights, and enhance the integrity of			ALGU, LGS ensure o	SF-GEF, LGSF-SE bjective evaluat	3DP, and LGSF-				
В.	Project Duration: 3	3 Months	****							
		ed to be conducted from August t	o Octobe	er 2025						
	The services are expected	ed to be accomplished based on to bmit the Terminal Report not late	he dura	tion deta		ct being				
C.	<b>Coverage and Scop</b>									
	1	a total of <b>60</b> infrastructure proj	ects une	lor L CSE_E	ALGULIGSE-GEE	LGSE-SBDP and				

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	2. The scope of the monitoring shall include:		
	(i) Planning phase;		
-	(ii) Project implementation phase; and		
	(iii) Results and outcomes of the LGSF projects		
).	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		

	THE RECEIPTION OF THE RECEIPTING	Document CodeFM-QP-DILG-AS-RO-10-07Rev. No.Eff. DatePage0106.01.231 of 4
Negotiated Procurement - Small Value Procurement (SVP)	RFQ No. :	SVP2025-07-058
DILG REGION XII	Date:	16 JULY 2025
ORD-PDMU		
	DEPARTMENT OF THE INTERIOR AND LOCAL GOVE Prime Regional Government Center, Brgy. Carpenter Hill, Koronada Negotiated Procurement - Small Value Procurement (SVP) DILG REGION XII	DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII         Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City, South Cotabato         Negotiated Procurement - Small Value Procurement (SVP)       RFQ No. :         DILG REGION XII       Date:         ORD-PDMU       V

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## **TERMS AND CONDITIONS:** 1. Bidders shall provide correct and accurate information 6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the required in this form. 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 3. Price quotation(s) to be denominated in Philippine Peso shall technical specifications. 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 4. Quotations exceeding the Approved Budget for the Contract rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of (ABC) shall be rejected. the amount of the contract, without prejudice to other courses of action and remedies open to it. 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 specifiactions and other terms and conditions stated herein. **APPROVED BUDGET FOR THE CONTRACT (ABC):** RILIMIN H. SANDOVAL PHP 600,000.00 **City Director - General Santos City** Y 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 <i>October 31, 2025</i>		
	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 compehensive reports highlighting key findings and recommendations		
E.	Output /Deliverables		
	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. Comprehensice 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)		
F.	Institutional Arrangement		
	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		
G.	Duty Station		
	The TPM Service provider will be based in the Philippines and with CSO's office location within the Region XII;		
H.	Qualifications of Participating CSOs		
	Accredited CSO/NGO - Recognized by DILG/NGAs		
	Stakeholder Convening Power - National Networks and Local Groups		
	Independence - 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		
	Co-creation Commitment - Active in all project stages		

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Republic of the Philippines DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII			Document Code FM-QP-DILG-AS-RO-10-07		
Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal	City, South Cotabato	<b>Rev. No.</b> 01	Eff. Date 06.01.23	Page 1 of 4	
Negotiated Procurement - Small Value Procurement (SVP)	RFQ No. :	SVP2025-0	)7-057		
DILG REGION XII	Date:	16 JULY 2	025		
ORD-PDMU					
No. (TO LIER)					
	DEPARTMENT OF THE INTERIOR AND LOCAL GOVE Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal Negotiated Procurement - Small Value Procurement (SVP) DILG REGION XII ORD-PDMU	DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII         Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City, South Cotabato         Negotiated Procurement - Small Value Procurement         (SVP)         DILG REGION XII         ORD-PDMU	DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII       FM-QP-         Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City, South Cotabato       01         Negotiated Procurement - Small Value Procurement (SVP)       RFQ No. :       SVP2025-C         DILG REGION XII       Date:       16 JULY 2         ORD-PDMU       Vo. (TO       Image: Comparison of the second secon	DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII         Prime Regional Government Center, Brgy. Carpenter Hill, Koronadal City, South Cotabato       FM-QP-DILG-AS-Red         Negotiated Procurement - Small Value Procurement (SVP)       RFQ No. :       SVP2025-07-057         DILG REGION XII       Date:       16 JULY 2025         ORD-PDMU       No. (TO	

## signed:

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1. Bidders shall provide correct and accurate information required in this form.

- 2. Bidders may quote for any or all items.
- 3. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- 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 specifiactions and other terms and conditions stated herein.

## **APPROVED BUDGET FOR THE CONTRACT (ABC):**

## PHP 600,000.00

Experience - Must have at least 2 years experience in project implementation, project monitoring and evaluation (M&E), and Results-Based Monitoring and Evaluation (RBME)

Staff Requirements - 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.

Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).

7. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

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.

City Director - General Santos City

RILIMIN H. SANDOVAL

	Other Documentary Requirements:		
	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		-
J.	Others:		
	The following expenses must be inclusive of consultancy fee:		
	a. Allowance		
	b. Travel and Lodging		
	c. Meetings / Exit Conference		

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.

In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements:

**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 (Download Template https://www.gppb.gov.ph/downloadable-forms/#tab-61412)

DILG		public of the Philippines INTERIOR AND LOCAL GOVEI er, Brgy. Carpenter Hill, Koronadal		Document CodeFM-QP-DILG-AS-RO-10-07Rev. No.Eff. Date0106.01.231 of 4
MODE OF PROCUREMENT:	Negotiated Procurement - Si (SVP)	mall Value Procurement	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)				
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signed:		TERMS AND CONDITIO		ns stated below and submit to this office duly
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<ol> <li>Bidders shall provide correct required in this form.</li> </ol>		6. Any interlineations, erasur supplier or its authorized rep	<b>DNS:</b> res, or overwriting presentative(s).	shall be valid only if they are signed or initialed by th
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at Telephone Numbers (083) 228-7960 or email address at dilg12supply@gmail.com and

at Telephone Numbers (083) 228-7960 dilgro12rbacsecretariat@gmail.com.	or email address at diig12supply@gmail.com and
IMPORTANT: Please submit your quota the DILG Regional Office 12, Regional C	tion/s in SEALED ENVELOPE/S on/before _ <b>JULY 22, 2025</b> at exactly10:00 AM a enter, Brgy. Carpenter Hill, Koronadal City, South Cotabato.
Varranty	Price Validity
After having carefully read ar above.	d accepted your General Conditions, I/WE quote on the item(s) at prices noted
	Printed Name/Signature/Date Tel. No./Cellphone No.

