

PROCUREMENT OF PROFESSIONAL SERVICES IN THE ASSESSMENT OF THE DOMESTIC PASSENGER SHIPPING MARKET IN CEBU CITY, ILIGAN, OZAMIS AND CAGAYAN DE ORO

P.R. No./Date Received: 2020-02-0048 / 04 February 2020

RFQ/P No. / Date: 2020-02-0057 / 19 February 2020

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described item in the attached **Terms of Reference / Technical Specifications Sheet** subject to the Terms and Conditions and within the **Approved Budget for the Contract**.

Required Documents/Information to be submitted as Attachments to the Quotation/Proposal:

- Mayor's/Business Permit / BIR Certificate of Registration in case of individual.
- PhilGEPS Registration Number
- Latest Income/Business Tax Return
- Originally Signed Curriculum Vitae for Consulting Services
- DTI/SEC Registration
- List of Ongoing and Completed Contracts within the last five years
- Proposed Plan of Approach and Methodology
- Notarized Omnibus Sworn Statement
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)

This pro-forma quotation maybe submitted through **registered or electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to procurement@phcc.gov.ph or mrfajutnao@phcc.gov.ph on or before **26 February 2020, 12:00NN** subject to the following **Terms and Conditions**:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306) 5% R-VAT and (BIR 2307) 1% (PO) or 2% (JO) deductions.**
5. PCC PBAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Terms of Reference / Technical Specifications Sheet**.

Very truly yours,


ATTY. JOSEPH MELVIN B. BASAS
PBAC Chairperson

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-up by the supplier)		
1	1	₱ 990,000.00	Procurement of Professional Services in the Assessment of the Domestic Passenger Shipping Market in Cebu City, Iligan, Ozamis and Cagayan De Oro <i>(Please see attached Terms of Reference)</i>			
Total Lot ABC		₱ 990,000.00	TOTAL Amount:			
Delivery Instructions:		<i>To be delivered/performed within Thirty (30) Business Days upon receipt of Purchase Order / Contract.</i>				

*(Please provide **complete** information below)*

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____



TERMS OF REFERENCE

Procurement of Professional Services in the Assessment of the Domestic Passenger Shipping Market in Cebu City, Iligan, Ozamis, and Cagayan de Oro

I. BACKGROUND

The Philippine Competition Commission (“PCC”) is an independent quasi-judicial body mandated to implement Republic Act 10667 or the Philippine Competition Act (“PCA”). The PCA prohibits anti-competitive agreements, abuse of dominant position, and anti-competitive mergers and acquisitions, as the law aims to enhance market competition for the benefit of both consumers and businesses. The Commission, *motu proprio* or upon notification, has the power to review mergers and acquisitions having a direct, substantial, and reasonably foreseeable effect on trade, industry, or commerce in the Philippines, based on factors deemed relevant by the Commission.

The Mergers and Acquisitions Office (MAO) assesses whether a merger or acquisition is likely to substantially prevent, restrict, or lessen competition in the relevant market. It considers the broad range of possible factual contexts and the specific competitive effects that may arise in different transactions, such as preliminary indications that customers may be adversely affected, existence of high degree of market concentration, the structure of the relevant markets concerned, the market position of the entities concerned, the actual or potential competition from entities within or outside of the relevant market, the alternatives available to suppliers and users, and their access to supplies or markets, and any legal or other barriers to entry.

It is typically difficult for MAO to cover all the above-mentioned aspects within the limited timeframe allowed by the PCA. Obtaining the market research data will streamline data gathering and fact verification. Thus, the PCC requires the expertise and experience of consultants in market research and in the conduct of surveys which is beyond the capability of the PCC.

II. OBJECTIVES

With reference to the MAO’s aim to investigate M&A transactions that substantially prevent, restrict, or lessen competition in the relevant market pursuant to Section 20 of the PCA, the market research subject of these terms of reference (TOR) shall provide in-depth market-related information on domestic passenger shipping in Cebu City, Iligan, Ozamis, and Cagayan de Oro. Though the conduct of a survey, market research to be provided shall include analysis on market demand, customer segmentation, and consumer behavior in relation to demand for passenger shipping.

III. SCOPE OF WORK

The Consultant is expected to deliver a Market Research Report, which includes information gathered from reliable and verified sources and from the conduct of a consumer survey.

The Market Research Report, shall contain the following information:

- a. Industry background;
- b. Profile of top market participants for segment of the value chain
- c. Market size and market shares across the geographic areas identified by the PCC;
- d. Market demand, customer segmentation, and customer behavior; and
- e. Other analysis on data gathered through the consumer survey

The details of the engagement are summarized as follows:



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Expected Output	Market Research Report, inclusive of survey results and analysis
Type of survey	Consumer survey
Expected survey design	Purposive sampling
Survey area	Cebu City, Iligan, Ozamis, and Cagayan de Oro
Sample size (Respondents)	1,200
Duration of the project	4 weeks (up to submission of survey data) 6 weeks (up to submission of full report)
Approved Budget for the Contract	PhP 990,000.00

The Consultant shall carry out the following tasks in relation to the conduct of the consumer survey:

Pre-survey Activities

- 1) ***Revise and finalize the survey instrument and sampling design***
 - a. Review of draft survey questionnaire provided by PCC;
 - b. Format the draft survey questionnaire into a survey instrument;
 - c. Ensure that the survey design is suitable for the target respondents;
 - d. Translate the survey instrument into other dialects, if necessary;
 - e. Finalize the survey instrument in coordination with PCC staff;
 - f. Finalize the sampling methodology in coordination with PCC.

Deliverables

- 1.1 Final survey instrument in English and Filipino, if necessary; and
- 1.2 Final sampling design and methodology including alternative respondents in case of nonresponse.

- 2) ***Plan, design and implement training for enumerators, data encoders and field supervisors***

- a. Recruit and train the enumerators and field supervisors on data collection, and on handling questions and problems that may arise during the field work;
- b. Prepare the field work protocols for the enumerators and field supervisors; and

Deliverables

- 2.1 Final enumerator's manual;
- 2.2 Report on the composition of the field team, including the number of enumerators, field supervisors and data encoding staff, and their qualifications and responsibilities; and
- 2.3 Report on the training of the required staff.

Data Collection, Processing and Reports

- 3) ***Deploy field enumerators and supervisors for the actual survey***

- a. Prepare the necessary materials and equipment;
- b. Secure relevant permits from the authorities in the concerned communities;
- c. Secure all other permits necessary for the conduct of the survey;
- d. Inform PCC of the schedule of field operations and give relevant updates; and
- e. Deploy enumerators to the field to conduct the actual survey, within the timeframe agreed upon with PCC.

Deliverables

- 3.1 Report on the status of the survey, including difficulties encountered and possible deviations from the original plan.

- 4) ***Encode and clean data***

- a. Encode the collected data; and
- b. Clean and validate data files.

Deliverables

- 4.1 Protocol for data entry and quality control measures;



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Signature over Printed Name : _____

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Deliverables

- 4.1 Protocol for data entry and quality control measures;



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- 4.2 Electronic files of datasets (raw and modified in CSV, ASCII, Excel or any other Stata ready format) and data dictionary;
- 4.3 Hard copy and electronic form (in .pdf, .doc or .xlsx as applicable) of documents and other materials used in the survey; and
- 4.4 Written response to the PCC's inquiries as needed.

A. Survey mode and length

Personal (face-to-face or telephone) interviews based on a detailed questionnaire will be conducted with the qualified respondents. Each interview is expected to last for approximately fifteen (15) minutes.

B. Target respondents, sampling and sample sizes

The sampling units shall be domestic passengers travelling to and from (i) Cebu to Cagayan de Oro (CEB-CAG), (ii) Cagayan de Oro to Cebu (CAG-CEB), (iii) Cebu to Ozamis (CEB-OZA), (iv) Ozamis to Cebu (OZA-CEB), (v) Cebu to Iligan (CEB-ILI), and (vi) Iligan to Cebu (ILI-CEB), with a total of at least one thousand two hundred (1,200) **completed** interviews. The survey firm may use a sampling methodology based on specified variables (e.g., margin of error, level of significance and standard deviation) as specified by the end-user upon the awarding of the contract.¹ The Consultant will also propose a method of allocating and selecting the sampling and elementary units.

IV. APPROVED BUDGET FOR THE CONTRACT AND MODE OF PROCUREMENT

The Approved Budget for the Contract (ABC) is **Nine Hundred Ninety Thousand Pesos (Php 990,000.00)**, inclusive of all applicable taxes, service charges, and must cover the costs arising from or in relation to the services rendered in connection with and/or in the preparation to the actual survey and delivery of post-survey documents and reports.

The mode of procurement shall be Negotiated Procurement – Small Value Procurement as provided under the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184.

V. SERVICES TO BE PROVIDED BY THE PCC

- 1. Provide the Service Contractor with the draft questionnaires for the qualitative interviews and the survey.
- 2. Provide the Service Contractor with inputs on the sampling methodology.
- 3. Constantly coordinate with the survey firm on the planning and implementation of the study.
- 4. Pay the service provider based on the requirements on Section VI of this TOR.

VI. TIMELINES, DELIVERABLES, AND SCHEDULE AND MODE OF PAYMENT

Preparation of survey materials, actual survey, and delivery of electronic files of datasets should be completed within a four (4)-week period. The final Market Research Report shall be submitted within a six (6)-week period from the issuance of Notice to Proceed.

Reports and other documents are to be submitted to and duly received by the PCC Project Manager. Below is the summary of the timelines, deliverables and payment for each tranche:

Milestones	Deliverable/s	% of contract amount
Contract signing (Day 1) Within one (1) day from the Notice of the Award	Duly signed Notice of Award and signed Contract	10%
Pre-survey activities	Printed and original signed documents duly accepted and received by the PCC, as follows:	15%

¹ Specifications are confidential as the details pertain to the identity of the case in review.



<p><i>Submission date:</i> Within seven (7) calendar days from the provision of the draft questionnaire by the PCC to the Consultant</p>	<ul style="list-style-type: none"> • Final survey instrument in English and Filipino • Final sampling design and methodology including alternative respondents in case of nonresponse. • Final enumerator's manual • Report on the composition of field team including the number of enumerators, field supervisors and data encoding staff, and their qualifications and responsibilities. • Report on the training of the required staff 	
<p>Market Research Report initial submission <i>Submission date:</i> Within 14 days from the acceptance of the deliverables in Pre-Survey activities</p>	<p>Printed and original signed documents duly accepted and received by the PCC, as follows:</p> <ul style="list-style-type: none"> • Draft market research report, not including analysis of survey data 	15%
<p>Data Collection and Processing Submission date: Within twenty-one (21) calendar days from the PCC's approval of the deliverables under Pre-survey activities</p>	<p>Printed and original signed documents duly accepted and received by the PCC, as follows</p> <ul style="list-style-type: none"> • Report on the status of the survey, including difficulties encountered and possible deviations from the original plan. • Final sampling design and methodology • Protocol for data entry and quality control measures; • Electronic files of datasets (raw and modified in CSV, ASCII, Excel or any other Stata ready format) and data dictionary; • Original signed transmittal of the Electronic files of datasets (raw and modified in CSV, ASCII, Excel or any other Stata ready format) and data dictionary • Hard copy and electronic form (in .pdf, .doc or .xlsx as applicable) of documents and other materials used in the survey; and • Written response to the PCC's inquiries as needed. 	40%
<p>Market Research Report final submission <i>Submission date:</i> Within fourteen (14) days from approval of deliverables under Data Collection and Processing</p>	<p>Printed and original signed documents duly accepted and received by the PCC, as follows:</p> <ul style="list-style-type: none"> • Final market research report, including analysis of survey data 	20%

All payments shall be endorsed by the Director of the MAO, will be subject to the usual government accounting and auditing rules and regulations, and will be subjected to existing and applicable taxes.

The PCC shall pay the consultant within fifteen (15) working days upon receipt of the original signed Statement of Account, or billing statement, supported by a Certificate of Satisfactory Service Rendered to be issued by the end-user, and upon completion of all the deliverables / documentary requirements for each tranche payment.



VII. QUALIFICATIONS OF THE CONTRACTOR AND ITS PERSONNEL

Consultant	Qualification	Basis (To be submitted as part of the proposal)
Experience and capability of the survey firm	At least three (3) years in business.	DTI or SEC registration or other documents indicating the year of registration.
	Engaged with at least 5 (five) companies/institutions, two (2) of which belonging to the public/government sector, in any of the following: preparation of survey instruments and sampling designs, provision of trainings for enumerators, data encoders, etc., conduct of survey, collection and analysis of data, and reporting of survey results	Originally signed copy of List of Ongoing and Completed Contracts within the last five years indicating the contract amount, duration of the contract, activities undertaken and nature/short profile of or description* (which can be annexed on the List of Ongoing and Completed Contracts) of engagement with copies of Certificates of Satisfactory Services Rendered or Certificates of Completion of at least one private institution and one government institution.
Qualification of personnel who may be assigned to the project	<p><u>Project Manager</u></p> <ul style="list-style-type: none"> • Holder of any degree in social sciences and/or research • With at least seven (7) years of experience with socioeconomic consumer survey design; and • With at least 16 hours of training. <p><u>Statistical Service Executive</u></p> <ul style="list-style-type: none"> • Holder of a degree in B.S. Statistics • With at least five (5) years of experience in statistical techniques and sampling design • With at least 16 hours of training. <p><u>Electronic Data Processing Manager</u></p> <ul style="list-style-type: none"> • Holder of any four-year degree; and • With at least two (2) years of experience in designing a system to input and manage data and with good command in Stata <p><u>Field Manager</u></p> <ul style="list-style-type: none"> • Holder of any four-year degree; and • With at least two (2) years of experience in consumer-level survey 	<p>Original signed curriculum vitae submitted indicating the preferred relevant work experience and educational background, and trainings attended supported by certificates of attendance / participation.</p> <p><i>Indicate in the CV the position the personnel are assigned to</i></p>

Plan of Approach and Methodology	<p><u>Timeline of Deliverables</u></p> <ul style="list-style-type: none"> The deliverables are for submission on or before the schedule set by PCC <p><u>Comprehensiveness of Field Survey Plan</u></p> <ul style="list-style-type: none"> The proposal is discussed in full detail The methodology is specifically tailored to the characteristics of the assignment The methodology is flexible enough to allow changes during execution <p><u>Sampling Design</u></p> <ul style="list-style-type: none"> Sampling design has little to no deviation from the requirements in the Terms of Reference <p><u>Quality control measures</u></p> <ul style="list-style-type: none"> Quality control measures have little to no deviation from the requirements in the Terms of Reference <p><u>Existing policies</u></p> <ul style="list-style-type: none"> Submission of existing policies of the firm pertaining to refusal rate, minimum no. of callbacks, and attrition rate, if any 	Proposed timeline of deliverables, field survey plan, sampling design, quality control measures, and existing policies of the firm pertaining to refusal rate, minimum no. of callbacks and attrition rate, if any.
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VIII. SELECTION CRITERIA

The technical and financial proposals of the bidders will be evaluated using the Quality-Cost-Based Evaluation (QCBE).

Criteria	Basis	Weight
Technical Proposal		
Quality of personnel to be assigned to the project (20%)	As specified in the qualifications above, and submission of duly notarized Omnibus Sworn Statement using the prescribed format of R.A. No. 9184.	60%
Experience and capability of the survey firm (30%)		
Plan of approach and methodology (50%)		
Financial Proposal		40%
TOTAL		100%

The bidder with the highest rated score based on the technical and financial proposals submitted, provided that the score shall pass the hurdle rate of 85 points, all eligible documents and other relevant documents for the procurement of this project are legal and valid in reference to the requirements of R.A. No. 9184, shall be the Highest Rated and Responsive Bidder.



IX. CONFIDENTIALITY OF DATA AND INFORMATION

The Consultant shall be engaged by the PCC and shall submit outputs directly to the designated project manager within PCC for review and endorsement for payment. The service provider shall not use nor disseminate these documents for their own research purposes without the written consent of the PCC. All the materials, data, and information used and generated through the survey shall be under the sole ownership of PCC. The survey firm and any of its personnel shall, at all times, keep the confidentiality of such materials, data, and information, and shall not use nor disseminate these materials, data, and information for their own research purposes without the written consent of the PCC.

X. CONFLICT OF INTEREST

The Consultant must be independent from the entities which operate in the business of the sector covered by the scope of this engagement and must have no conflict of interest. There is conflict of interest when the Consultant has an interest in the business of the entities operating, whether directly or indirectly, in the sector covered by this engagement, and the interest of such Consultant, or his rights or duties therein, may be opposed to or affected by the performance of his duty as Consultant.

XI. LIQUIDATED DAMAGES

If the Consultant fails to deliver any or all of the goods and/or to perform the services within the period specified in this contract, the Procuring Entity shall, without prejudice to its other remedies under this contract and under the applicable law, deduct from the contract price as liquidated damages, the applicable rate of one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay, provided that the maximum deduction shall be ten percent (10%) of the total amount of the contract. Once the maximum allowable deduction is reached, the procuring entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies available to it.

XII. DISPUTE RESOLUTION

Should any dispute related to the TOR and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation, and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City.

In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and

Any amendment or additional terms and conditions to the TOR must be in writing, signed and acknowledged by the Parties.

APPROVED BY:


Krystal Lyn T. Uy
Director IV, Mergers and Acquisitions Office



CONFORME:

Name and Signature of Authorized Representative

Designation

Name of Company

Date



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ANNEX A

RATING CRITERIA FOR EVALUATION OF THE TECHNICAL PROPOSAL

CRITERIA	PARAMETERS	RATING SYSTEMS		WEIGHT (%)
Quality of the core members of the project team, to be assigned to the project (20%)	Project manager: Educational Attainment	100	PhD in in the field/s (or related field/s) specified in the minimum qualifications	15
		90	MS/MA holder in the field/s (or related field/s) specified in the minimum qualifications	
		85	BS / BA degree holder in the field/s specified in the minimum qualifications	
		0	No degree	
	Project manager: Training	100	With more than 16 hours of relevant training	10
		85	With 16 hours of relevant training	
		0	With less than 16 hours or less of relevant training	
	Project manager: Work Experience	100	With more than 7 years of experience in handling socioeconomic consumer survey design and implementation.	10
		85	With 7 years of experience in handling socioeconomic consumer survey design and implementation.	
		0	With less than 7 years of experience in handling socioeconomic consumer survey design and implementation.	
	Statistical Service Executive: Educational attainment	100	PhD in in the field/s (or related field/s) specified in the minimum qualifications	15
		90	MS/MA holder in the field/s (or related field/s) specified in the minimum qualifications	
		85	BS / BA degree holder in the field/s specified in the minimum qualifications	
		0	No degree	
	Statistical Service Executive: Training	100	With more than 16 hours of relevant training	10
		85	With 16 hours of relevant training	
		0	With less than 16 hours or less of relevant training	
	Statistical Service Executive: Work experience	100	With more than 5 years of experience in handling socioeconomic consumer survey design and implementation.	10
		85	With 5 years of experience in handling socioeconomic consumer survey design and implementation.	
		0	With less than 5 years of experience in handling socioeconomic consumer survey design and implementation.	
		100	PhD or MS/MA degree holder	6



CRITERIA	PARAMETERS	RATING SYSTEMS		WEIGHT (%)	
	Electronic Data Processing Manager: Educational attainment	85	BS/BA holder of any 4-year degree course	6	
		0	No degree		
	Electronic Data Processing Manager: Work experience	100	With more than 2 years of experience in designing a system to input		6
		85	With 2 years of experience in designing a system to input and manage data		
		0	With less than 2 years of experience in designing a system to input and manage data		
	Electronic Data Processing Manager: Knowledge in Stata use	100	With training in the use of Stata		3
		0	No training in the use of Stata		
	Field Manager: Educational attainment	100	PhD or MS/MA degree holder		7
		85	BS/BA holder of any 4-year degree course		
		0	No degree		
	Field Manager: Work experience	100	With more than 2 years of experience in consumer-level survey		8
		85	With 2 years of experience in consumer-level survey		
0		With less than 2 years of experience in consumer-level survey			
Experience and capability of the survey firm (30%)	Years in Business	100	More than 3 years operating as a survey firm	20	
		85	Three (3) years in operation as a survey firm		
		0	Less than 3 years operating as a survey firm		
	Engaged with at least five (5) companies/institutions	100	Had been engaged with more than five (5) companies/institutions	15	
		85	Had been engaged with five (5) companies/institutions		
		0	had been engaged with less than five (5) companies/institutions		
	Engaged with at least two (2) government/public office	100	Had been engaged with more than two (2) government/public offices	15	
		85	Had been engaged with two (2) government/public offices		
		0	Had been engaged with less than two (2) government/public office		
	Single largest project within the past five (5) years	100	More than the ABC	20	
		85	Equal to the ABC		
		0	Less than the ABC		
	Total value of projects within contract period (completed)	100	More than the ABC	20	
		85	Equal to the ABC		
		0	Less than the ABC		
Total value of projects within contract period (on-going)	100	More than the ABC	10		
	85	Equal to the ABC			
	0	Less than the ABC			
Plan of approach and methodology	Timing of Deliverables	100	Very Good The deliverables are for submission at least two to four days before the	20	



CRITERIA	PARAMETERS	RATING SYSTEMS		WEIGHT (%)
(50%)			required timeline and schedule set by the PCC	
		85	Good The deliverables are for submission on the day of the schedule set by the PCC	
		0	Poor The proposal indicates late submission of the required deliverables	
	Comprehensiveness of field survey plan including protocols for the deployment of enumerators and substitution of respondents	100	Very Good Characteristics under “good” are present with additional activities/recommendations that add value to the project. Important issues are approached in an innovative and efficient way, indicating that the offeror have understood the main issues of the assignment and have outstanding knowledge of new solutions. The proposal details ways to improve the results and the quality of the assignment by using various approaches, methodologies, and knowledge.	25
		85	Good The proposed approach is discussed in full detail, and the methodology is specifically tailored to the characteristics of the assignment and flexible enough to allow its adaptation to changes that may occur during project execution.	
		0	Poor The steps to carry out the different activities of the TOR is discussed generically. The approach is standard and not specifically tailored to the assignment. Although the approach and methodology are suitable, they don't include a discussion on how the offeror proposes to deal with critical characteristics of the assignment.	
	Sampling Design	100	Very Good Sampling Design submitted is compliant with the requirements in the Terms of Reference	25
		85	Good Sampling Design submitted has identified deviation from the requirements in the Terms of Reference, but the survey can still be conducted with acceptable results	
		0	Poor Sampling design is discussed generically, and the specific information are not tailored to the assignment, thus, it is deemed that the	



CRITERIA	PARAMETERS	RATING SYSTEMS		WEIGHT (%)
			survey cannot be conducted with acceptable results	
	Quality control measures to be used during data collection, data entry and data cleaning	100	Very Good Quality control measures submitted are carefully designed and compliant with the requirements in the Terms of Reference	15
		85	Good Quality control measures submitted have identified deviation from the requirements in the Terms of Reference, but the survey can still be conducted with acceptable results	
		0	Poor Quality control measures submitted are generic, and the specific information are not tailored to the assignment, thus, it is deemed that the survey cannot be conducted with acceptable results	
	Existing policies of the firm pertaining to the following: refusal rate, minimum no. of callbacks and attrition rate, if any	100	Submission of Existing policies of the firm pertaining to the following: refusal rate, minimum no. of callbacks and attrition rate, if any	15
		0	Non-submission of Existing policies of the firm pertaining to the following: refusal rate, minimum no. of callbacks and attrition rate, if any	

Financial Proposal

Rating = (LAP / AOP) x % Allocation

Where: AOP = amount of offer in the financial proposal
LAP = lowest amount offered among offerors
% Allocation = percentage assigned to the financial proposal

