

REQUEST FOR PROPOSAL

Procurement of Consultancy Services to Conduct a National Household Survey on Preferences for Fixed-Line Internet Services

P.R. No./Date Received: **2021-05-0070/ 24 May 2021**

RFQ/P No. / Date: **2021-06-0074/ 09 June 2021**

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
- Notarized Omnibus Sworn Statement
- Originally Signed Curriculum Vitae
- List of Ongoing projects (including awarded by not yet started contracts)
- Proposed Plan of Approach / Methodology
- Company Profile
- 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 mbnunez@phcc.gov.ph on or before 16 June 2021, 5:00 PM 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,


JESON Q. DE LA TORRE
PBAC Chairperson 

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-up by the supplier)		
1		₱ 1,000,000.00	Procurement of Consultancy Services to Conduct a National Household Survey on Preferences for Fixed-Line Internet Services			
			(Please see attached Terms of Reference/Specifications)			
Total Lot ABC		₱ 1,000,000.00	TOTAL Amount:			
Delivery Instructions:			<i>Please see attached Terms of Reference</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 or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Company : _____

Address : _____

Telephone / Fax : _____

E-mail Address: _____

Company Tax Identification Number : _____



Terms of Reference

Procurement of Consultancy Services to Conduct a National Household Survey on Preferences for Fixed-Line Internet Services

I. BACKGROUND

The Philippine Competition Commission (“PCC”) is an independent quasi-judicial body mandated to implement Republic Act No. 10667, otherwise known as the Philippine Competition Act (“PCA”). The PCA aims to enhance market competition for the benefit of consumers and businesses. To help achieve this end, a successful enforcement advocacy has been identified as a way forward.

The Telecommunications sector has been a priority for the Commission and is a regular source of complex cases for evaluation. The PCC is anticipating an influx of enforcement investigations and litigations in this sector. A recurring issue in these telco-related cases is the determination of the relevant product market for fixed-line internet services among households.

For this purpose, the PCC requires the services of a survey firm to gather primary data (from survey design to data processing). The national survey will focus on collecting data from households from both non-gated and gated horizontal and vertical housing developments in the Philippines in urban areas.

II. OBJECTIVES

The Surveying Firm shall collect the data using the appropriate sampling method, e.g. Stratified Random Sampling, Stratified Systematic Sampling, Circular Systematic Sampling, Cluster Sampling, or Purposive Sampling. The survey aims to assess how residential demand for fixed-line internet connections and services in the Philippines are affected by various individual factors such as income, employment arrangements, and residence type.

Specifically, the survey aims to gather data on:

1. demographic and socio-economic characteristics of individual customers by product/service in various locations;
2. types of products and services available and purchased by individual customers based on location;
3. perceptions on product/service reliability, value for money, etc.;
4. internet service consumption; and
5. willingness to substitute internet services via changing of residence

The details of the survey are summarized as follows:

Type of service	Household Survey
Target Population	Residents in non-gated or gated horizontal and vertical housing developments
Survey area	National
Sample size	Eight Hundred (800) individuals
Duration of the project	Ninety (90) calendar days
Approved Budget for the Contract (ABC)	One Million Pesos (PHP 1,000,000.00)

III. SCOPE OF WORK

A. Tasks

The Consultant shall carry out the following tasks based on the task order/s provided by PCC:

Pre-survey Activities

1. *Revise, test, and finalize the survey instrument*

- a. Review of draft survey questionnaire provided by PCC.
- b. Format the draft survey questionnaire into a survey instrument.
- c. Translate the survey instrument into other dialects (if necessary);
- d. Pilot test the survey instrument for four (4) respondents (one respondent per vertical/horizontal and gated/non-gated residential status) and provide feedback to PCC for any possible revisions; and
- e. Finalize the survey instrument in coordination with PCC

Deliverables

1. Survey instrument for pilot testing on four (4) respondents;
2. Electronic files of datasets and report from the pilot testing (raw and finalized in CSV, Excel or any other Stata, Python, or R ready format) and data dictionary;
3. Final survey instrument in English, Filipino and other major dialects, as needed; and
4. Final work plan schedule from pilot testing to fieldwork

2. *Prepare sampling design*

- a. Determine the sampling design which should include among other details the following: proposed sampling frame, type of probability sampling method, details for the selection of qualified respondent.
- b. Specify the sample size calculation for a *national level estimate and for each domain/stratum (e.g. residential segment)*. This should include among other details, the following: formula for computing the sample size, key variables for sample size calculation such as margin of error, standard deviation, level of significance, etc.

- c. Identify the method of selecting the qualified respondents, and the process of substitution in case of non-response.
- d. Prepare the sampling frame of qualified respondents and submit the complete list of respondents together with their up-to-date contact details to the PCC.

Deliverables

1. Final sampling design and methodology including alternative respondents in case of non-response; and
 2. Final sampling frame of qualified respondents together with their up-to-date contact details.
- 3. *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.
 - c. Prepare and submit enumerator's manual.

Deliverables

1. Final enumerator's manual;
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
3. Report on the training of the required staff.

Data Collection, Processing and Reports

- 4. *Deploy field enumerators and supervisors for the actual survey***
- a. Prepare the necessary materials and equipment.
 - b. Inform PCC of the schedule of field operations and give relevant updates.
 - c. Deploy enumerators to conduct the actual survey through various methods as appropriate (e.g. telephone or video call) with qualified respondents for a minimum of eight hundred (800) respondents.

Deliverables

1. Report on the status of the survey, including difficulties encountered and possible deviations from the original plan.
- 5. *Encode and clean data, and deliver descriptive reports of the survey result***
- a. Encode the collected data.
 - b. Clean and validate data files.
 - c. Prepare the descriptive report and tables of the survey results.

Deliverables

1. Protocol for data entry and quality control measures;
2. Electronic files of datasets (raw and finalized in CSV, Excel or any other Stata or R ready format) and data dictionary; and
3. Electronic copy of preliminary results of the survey (e.g., frequency of responses) and the descriptive tables and report of the survey results.

Post-survey Activities

6. Deliver reports and maintain coordination with PCC staff

- a. Deliver reports and other materials used in the survey.
- b. Respond to inquiries from PCC on survey implementation, and data encoding and management within four (4) weeks after the delivery of the complete set of electronic files, of datasets, and of data dictionary.

Deliverables

1. Narrative report to the PCC on the outcome of the survey including issues encountered throughout the project;
2. Hard copy and electronic form (in .pdf, .doc or .xlsx as applicable) of documents and other materials used in the survey; and
3. Written response to the PCC's inquiries, as needed.

B. Mode and length of data gathering activities

Completed survey interviews conducted through various methods as appropriate (e.g. telephone or video call) with at least eight hundred (800) qualified respondents aided with a questionnaire will be done. Each interview is expected to last for 20 to 30 minutes.

C. Target respondents, sample size, sampling method

The target respondents of the survey will be residents from either non-gated or gated horizontal and vertical housing developments. The survey, to be conducted on household heads, will adopt a sampling methodology that will generate a dataset that is representative at the national level and for each domain/stratum (non-gated horizontal property, gated horizontal property, vertical housing development).

The service provider may use multistage probability sampling or stratified random sampling based on specified variables (e.g., margin of error, level of significance and standard deviation). The service provider will identify and propose the appropriate the sampling frame, and the method of allocating and selecting the sampling and elementary units. The desired margin of error is at most 3% for a national level estimate and at most 6% for the domain/ stratum, with a confidence level of 95%. At least eight hundred (800) completed survey interviews are required for this engagement.

IV. RESPONSIBILITIES OF PCC

The PCC shall assume the following obligations

1. Provide the Consultant a directive to facilitate the execution of the survey;
2. Provide the Consultant with the draft survey questionnaire for households and/or consumers;
3. Constantly coordinate with the Consultant on the planning and implementation of the survey; and
4. Review/approve project outputs/deliverables by Service Provider
5. Pay the project cost inclusive of mandatory taxes and in accordance with the set payment schedule.

The Service Provider shall be engaged by the PCC and shall submit outputs directly to the end-user's designated project manager within PCC for review and endorsement for payment.

V. APPROVED BUDGET FOR THE CONTRACT AND MODE OF PROCUREMENT

The Approved Budget for the Contract (ABC) is **one million pesos only (PHP 1,000,000.00)**, inclusive of all applicable government taxes, and shall include all remunerations, costs or profits arising from or in relation to the services rendered in connection with and/or in preparation for this engagement, such as, among others, survey preparation to the actual conduct of the survey and delivery of post-survey documents and reports.

The ABC shall fully cover the conduct of the survey. In no cases that the total actual cost for the surveys shall exceed the ABC for this project, or the actual contract amount of the winning service provider.

For the purposes of financial proposal, use the Financial Proposal Submission Form as part of the Bidding Forms of the Philippine Bidding Documents for this project. The ABC shall be the cap for the total financial proposal of the bidder. Bidders shall have the flexibility to reallocate the fixed and variable costs for the household survey.

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.

VI. TIMELINES, DELIVERABLES AND SCHEDULE OF PAYMENT

The service provider shall be engaged for **ninety (90) calendar days** after the issuance of the Notice to Proceed to the Service Contractor – with fifteen (15) calendar days for preparation and pre-survey activities, sixty-five (65) calendar days for the actual survey, data collection and processing, and ten (10) calendar days for post-survey activities and the delivery of

electronic files of datasets. The bidder shall provide its proposed implementation schedule indicating the specific activities and corresponding outputs using a Gantt chart.

Below is the summary of the deadline of submissions for each deliverable:

MILESTONES	DELIVERABLES	Submission Date	% of contract amount
Notice to Proceed (NTP) (Day 1)	Duly signed Financial Proposal to cover the cost of the project.		10%
QUANTITATIVE PHASE			
Pre-survey activities 1 Revise, test, and finalize the survey instrument 2 Prepare sampling design 3 Plan, design and implement training for enumerators, data encoders and field supervisors	Printed and original signed documents duly received and accepted by the PCC, as follows: <ul style="list-style-type: none"> • Survey instrument for pilot testing on 4 respondents • Electronic files of datasets and report from the pilot testing (raw and finalized in CSV, Excel or any other Stata, Python, or R ready format) and data dictionary • Final survey instrument in English, Filipino and other major dialects as needed • Final work plan schedule from pilot testing to fieldwork • Final sampling design and methodology including alternative respondents in case of non-response • Final sampling frame of qualified respondents together with their up-to-date contact details 	Within fifteen (15) calendar days from the issuance of the NTP	20%

	<ul style="list-style-type: none"> • Final enumerator’s manual • Report on the composition of the 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 (to be delivered on the 15th day from the issuance of the Notice of Award) 		
<p>Data Collection and Processing</p> <p>1 Deploy field enumerators and supervisors for the actual survey</p> <p>2 Encode and clean data, and deliver descriptive reports of the survey result</p>	<p>Printed and original signed documents duly received and accepted 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, and a documentation of attempts in cases of non-response. • Protocol for data entry and quality control measures. • Electronic files of datasets (raw and finalized in CSV, Excel or any other Stata or R ready format) and data dictionary (Transmittal evidencing the submission of this deliverable should also be submitted as proof of 	<p>Within sixty-five (65) calendar days from the acceptance of deliverables for pre-survey activities</p>	<p>30%</p>

	<p>submission of the files, duly received by the PCC).</p> <ul style="list-style-type: none"> • Electronic copy of preliminary results of the survey (e.g., frequency of responses) and the descriptive tables and report of the survey results (Transmittal evidencing the submission of this deliverable should also be submitted as proof of submission of the files, duly received by the PCC). 		
<p>Post-survey Activities</p> <p>1. Deliver reports and maintain coordination with PCC staff</p>	<p>Printed and original signed documents duly received and accepted by the PCC, as follows:</p> <ul style="list-style-type: none"> • Narrative report to the PCC on the outcome of the survey including issues encountered throughout the project. • Hard copy and electronic form (in .pdf, .doc or .xlsx as applicable) of documents and other materials used in the survey (Transmittal evidencing the submission of the electronic form should also be submitted as proof of submission of the files, duly received by the PCC). 	<p>Within ten (10) calendar days from the PCC's acceptance of the deliverables for data collection and processing</p>	<p>40%</p>

	<ul style="list-style-type: none"> Written response to the PCC's inquiries as needed. 		
TOTAL			100%

The timeline for the survey shall begin when the survey firm is notified by the PCC through a task order to be sent through an email or formal letter; while counting of the number of days elapsed shall begin strictly from the date of issuance of the NTP.

All printed documents to be submitted to the PCC should be properly and duly signed by the Project Manager or the highest officer/personnel in-charge of the project.

All payments shall be endorsed by the Director of the Economics Office supported by the original signed statement of account or billing statement, the issuance of a Certificate of Satisfactory Service Rendered for the deliverables for each tranche payment, and each tranche payment to the service provider shall be released upon PCC's review and acceptance of the deliverables above.

VII. QUALIFICATIONS OF THE SERVICE PROVIDER AND ITS PERSONNEL

The service provider should meet all the requirements set by the Government Procurement Reform Act (R.A. No. 9184) to be eligible to participate in the procurement.

To determine if the prospective bidder is eligible to participate in the bidding of this Project, all the legal, technical and financial documents enumerated in the PCC Request for Proposal, and other relevant documents necessary for evaluation as identified in this TOR and other relevant provisions of the RIRR of R.A. No. 9184 should be submitted and be present upon opening of the bids.

Further, the following are the minimum qualifications required for this Project and shall be evaluated based on the documents submitted by the bidder:

Criteria	Minimum Qualifications	Bases	Weight (%)
Experience and Capability of the bidder	<ul style="list-style-type: none"> At least five years in business. Engaged with at least 5 (five) companies/institutions in similar or relevant nature of work (i.e., preparation of survey instruments and sampling designs, provision of 	Records of previous engagement and quality of performance in projects related to competition and other similar fields, and geographical distribution	40%

Criteria	Minimum Qualifications	Bases	Weight (%)
	<p>trainings for enumerators, data encoders, etc., conduct of survey, collection and analysis of data, and reporting of survey results)</p> <ul style="list-style-type: none"> • Engaged with at least two (2) institutions belonging to the public/government sector in similar or relevant nature of work as mentioned above • Survey firm must show that it has an existing and up-to-date database (including contact details) of the qualified respondents. 	<p>of current/ impending projects.</p> <p>(a) DTI or SEC registration submitted indicating the year of registration and/or other relevant documents; (b) list of completed and on-going contracts; (c) copies of Certificates of Satisfactory Service Rendered / Certificates of Completion</p>	
<p>Quality of personnel to be assigned to the project</p>	<p><u>Project Manager</u></p> <ul style="list-style-type: none"> • Graduate of any degree in social sciences and research • At least seven (7) years of experience with socioeconomic household survey design and implementation • At least 24 hours of relevant training <p><u>Statistical Service Executive</u></p> <ul style="list-style-type: none"> • Graduate of B.S. Statistics • At least five (5) years of experience in statistical techniques and sampling design • At least 24 hours of relevant training <p><u>Electronic Data Processing Manager</u></p> <ul style="list-style-type: none"> • Graduate of any four (4)-year degree course • Two (2) years of experience in designing a system to input and manage data and good command of Stata or R; • With at least 24 hours of relevant training 	<p>Original signed curriculum vitae submitted indicating relevant work experience and educational background, and trainings attended supported by certificates of attendance / participation</p> <p><i>Note: Pursuant to Section 33.3 of the revised IRR, there should be no replacement of key personnel before the awarding of the contract, except for justifiable reason, such as illness, death, or resignation</i></p>	<p>40%</p>

Criteria	Minimum Qualifications	Bases	Weight (%)
	<u>Tabulation Manager</u> <ul style="list-style-type: none"> Graduate of any four (4)-year degree course One (1) year of experience in data management and good command of Stata or R With at least 24 hours of relevant training <u>Field Manager</u> <ul style="list-style-type: none"> Graduate of any four (4)-year degree course Two (2) years of experience in managing the conduct of surveys; With at least 24 hours of relevant training 	<i>provided it is duly supported by relevant certificates, or any delay caused by the procuring entity. Once the contract has been awarded, no replacement shall be allowed until after fifty percent (50%) of the personnel's man-months have been served, except for justifiable reasons, subject to appropriate sanctions as prescribed in the Philippine Bidding Documents (PBD).</i>	
Overall work commitment	At most 5 ongoing projects (including awarded but not yet started contracts)	<p>Originally signed records of on-going (including awarded but not yet started contracts) and previous engagements</p> <p><i>Note: Contract/s that will terminate on or before 90 calendar days, from the deadline of submission of eligibility documents for this project, shall not be considered as 'ongoing'.</i></p>	20%
TOTAL			100%

VIII. SELECTION CRITERIA

The technical and financial proposals of the shortlisted bidders will be evaluated using the Quality Cost-Based Evaluation (QCBE), pursuant to the pertinent provisions of R.A. No. 9184 or the Government Procurement Reform Act. The 60% - 40% quality to cost ratio shall be used for this purpose and shall be allocated as follows:

Criteria	Bases	Weight (%)
Technical Proposal		60%

Quality of personnel to be assigned to the project (30%)	As specified in the qualifications above, and the submission of a duly notarized Omnibus Sworn Statement using the prescribed format of R.A. No. 9184	
Experience and capability of the service provider (20%)		
Plan of approach and methodology (50%)	Timeliness, clarity, feasibility of the written proposal, and overall quality of proposed work	
Financial Proposal		40%
TOTAL		100%

The bidder with the highest rated score based on the technical proposal 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

To ensure protection of PCC information assets, bidders are expected to observe and abide by the established PCC Information Security Management System (ISMS) and shall agree to sign a non-disclosure agreement.

The Service Provider shall be engaged by the PCC and shall submit outputs directly to the designated project manager within PCC for review and endorsement for payment. All the materials, data and information used and generated through the issues paper will be the sole property of PCC. The service provider shall not use nor disseminate these documents for their own research purposes outside of the required outputs of the PCC without the written consent of the PCC.

All data, documents, records, configuration files and metadata (collectively “Information”) to be provided to the bidders for purposes of delivering the Services are considered confidential information and shall remain the sole property of PCC. The Service Provider shall acknowledge the importance of maintaining security and confidentiality of the Information and agree to prevent unauthorized transfer, disclosure, or use of these Information by any third person or entity. Bidders shall not use the Information for any purpose other than in connection with the Services. Bidders shall ensure that it will not retain, after completion of the Services with which the Information was provided, all or any portion of the Information, in any manner whatsoever.

X. LIQUIDATED DAMAGES

If the Surveying Firm 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 unperformed portion of every day of delay. The maximum deduction shall be ten percent (10%) of the amount of the contract. Once the maximum is reached, the procuring entity reserves the right to rescind the contract, without prejudice to other courses of action and remedies open to it.


XI. 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:


BENJAMIN E. RADO, JR., PhD
Director IV, Economics Office

CONFORME:

Name and Signature of Authorized Representative

Designation

Name of Company

Date

Annex A

I. RATING CRITERIA FOR EVALUATION OF TECHNICAL PROPOSAL

CRITERIA	PARAMETERS	RATING SYSTEM		WEIGHT (%)
Applicable experience of the firm (20%)	Number of years in operations/existence	100	In the business for more than 10 years	60%
		90	6 to 9 years in business	
		85	At least 5 years in business	
		0	With less than 5 years in business	
	Number of completed similar/relevant projects	100	Engaged with 10 or more companies/institutions in similar or relevant nature of work	20%
		90	Engaged with at least 5-9 companies/institutions in similar or relevant nature of work	
		85	Engaged with at least 5 companies/institutions in similar or relevant nature of work	
		0	Engaged with less than 5 (five) companies/institutions in similar or relevant nature of work	
	Number of completed similar/relevant projects with public/government sector	100	Engaged with more than 5 institutions belonging to the public/government sector in similar or relevant nature of work	20%
		90	Engaged with 3 to 5 institutions belonging to the public/government sector in similar or relevant nature of work	
		85	Engaged with at least 2 institutions belonging to the public/government sector in similar or relevant nature of work	

		0	Engaged with less than 2 institutions belonging to the public/government sector in similar or relevant nature of work	
Quality of Personnel (30%)	Educational attainment of the Project Manager	100	With PhD or Doctorate degree	10%
		90	With Master of Sciences/Arts degree	
		85	With Bachelor of Sciences/Arts degree	
		0	Educational attainment below a Bachelor of Sciences/Arts degree, or degree attained is not from allied courses	
	Years of experience of the Project Manager	100	With more than 10 years of experience in socioeconomic household survey design and implementation	15%
		90	With 8-10 years of experience in socioeconomic household survey design and implementation	
		85	With 7 years of experience in socioeconomic household survey design and implementation	
		0	With less than 7 years of experience in socioeconomic household survey design and implementation	
	Educational attainment of the Statistical Service Executive	100	With PhD or Doctorate degree	10%
		90	With Master of Sciences/Arts degree	
		85	With Bachelor of B.S. Statistics	
		0	Educational attainment below a Bachelor of Sciences/Arts degree, or degree attained is not B.S. Statistics	

	Years of experience of the Statistical Service Executive	100	With more than 8 years of experience in statistical techniques and sampling design	10%
		90	With 6-8 years of experience in statistical techniques and sampling design	
		85	With 5 years of experience in statistical techniques and sampling design	
		0	With less than 5 years of experience in statistical techniques and sampling design	
	Educational attainment of the Electronic Data Processing Manager, Tabulation Manager, Field Manager, and Field Supervisor (5 positions)	100	With PhD or Doctorate degree	5% per identified position
		90	With Master's Degree	
		85	Graduate of any 4-year degree course	
		0	Educational attainment below a Bachelor of Sciences/Arts degree	
	Years of experience of the Electronic Data Processing Manager, Tabulation Manager, Field Manager, and Field Supervisor (5 positions)	100	With more than 5 years of experience in designing a system to input and manage data and good command of Stata or R	5% per identified position
		90	With 2-5 years of experience in designing a system to input and manage data and good command of Stata or R	
		85	With 1 year of experience in designing a system to input and manage data and good command of Stata or R	
		0	With less than 1 year of experience in designing a system to input and manage data and good command of Stata or R	
	Number of hours of relevant training of all personnel	100	With more than 48 hours of relevant training	5%
		90	With 25-48 hours of relevant training	
		85	With 24 hours of relevant training	

		0	With less than 24 hours of relevant training	
Work Plan and Methodology (50%)	Timing of Deliverables	100	Very Good The timeline of deliverables allows for submission at least 5 days before the deadline set by the PCC.	20%
		90	Good The timeline of deliverables allows for submission 2-4 days before the deadline set by the PCC.	
		85	Satisfactory The timeline of deliverables allows for submission by the deadline set by the PCC.	
		0	Poor The timeline of deliverables allows for submission after the deadline set by the PCC.	
	Comprehensive Survey Plan for the following methodologies: (1)Probability Sampling Method (e.g. multistage, stratified, cluster, etc.) (2) Non-Probability Sampling Method (e.g. purposive, quota, etc.)	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 has understood the main issues of the assignment and has 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.	40%
		90	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	

			change that may occur during project execution.	
		85	<p>Satisfactory</p> <p>All key activities are included in the activity plan, but they are not detailed. There are minor inconsistencies between timing, assignment outputs, and proposed approach.</p>	
		0	<p>Poor</p> <p>Most key activities are included in the activity plan, but they are not detailed. There are major inconsistencies between timing, assignment outputs, and proposed approach. Although the approach and methodology are suitable, they do not include a discussion on how the offeror proposes to deal with critical characteristics of the assignment.</p>	
	Quality Control	100	<p>Good</p> <p>The service provider submits existing and exhaustive quality control measures to ensure the level of output.</p>	20%
		85	<p>Satisfactory</p> <p>The service provider has existing and adequate quality control measures to ensure the level of output.</p>	
		0	<p>Poor</p> <p>The service provider does not submit any quality control measures, or submits insufficient quality control measures to ensure the level of output.</p>	
	Other Policies	100	<p>Good</p> <p>The service provider submits existing and exhaustive policies pertaining to the following: refusal rate, minimum number of</p>	20%

			callbacks, and attrition rate, among others.	
		85	Satisfactory The service provider has existing and adequate policies pertaining to the following: refusal rate, minimum number of callbacks, and attrition rate, among others.	
		0	Poor The service provider does not submit any policies, or submits insufficient policies pertaining to the following: refusal rate, minimum number of callbacks, and attrition rate, among others.	

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