

ANNEX 4

Criteria for Shortlisting

Consulting Services for the Preparation of Detailed Architectural and Engineering Designs for Site Development in Four Buildings of the UP Open University

ANNEX 4 – CRITERIA FOR SHORTLISTING

CRITERIA		SCORE	%	%	PTS.
<i>Each main criteria shall have a minimum score of 50%. Non-compliance shall be grounds for disqualification.</i>					
I.	Applicable experience of the consultant				30
	A. Firm's Qualifications			70	
	1	Must be continuously operational for at least 10 years		30	
		10 years and above	100		
		Below 10 years	0		
	2	Must have 5 years of experience in Architectural and Engineering Design		30	
		5 years and above	100		
		Below 5 years	0		
	3	Must have previously handled/managed at least 1 project involving Detailed Architectural and Engineering Design		40	
		Above 3 projects	100		
		1 to 3 projects	85		
		No project	0		
	B. Work Experience			30	
	1	Lot area of single largest project from 2017 to 2022 (completed DAED)		50	
		Total Lot Area of completed project is 50,000 sq.m. and above	100		
		Total Lot Area of completed project is between 30,000 to 49,999 sq.m.	85		
		Total Lot Area of completed project is between 20,000 to 29,999 sq.m.	50		
		Total Lot Area of completed project is below 20,000 sq.m.	0		
	2	Total value of projects from 2017 to 2022 (completed)		50	
		More than or equal to 100% of the Approved Budget of Contract	100		
		75% to 99% of the Approved Budget of Contract	75		
		50% to 74% of the Approved Budget of Contract	50		
		Below 50% of the Approved Budget of Contract	0		
II.	Personnel Complement				50
<i>Note: Designation to all personnel complement is required. Non-compliance shall be grounds for disqualification. Designation of 1 key personnel to another position is a ground for disqualification. The CV should reflect the required specific experience as described in the III. WORK EXPERIENCE to be credited to the points of this table of criteria.</i>					
II-1.	Qualification of Personnel to be Assigned (A & E Design)			36	
	A. Principal Architect/Designer			8	
	1	Education			
		Registered and Licensed Architect with Master's Degree in Architecture or Engineering; with valid Professional	100		

		Identification Card issued by the Professional Regulation Commission as of day of procurement				
		Registered and Licensed Architect with specialization diploma or certificate; with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	90			
		Registered and Licensed Architect with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	85			
	2	Architect with at least 10 years experience in design, contract and project management of buildings or infrastructures				
		10 years and above with experience in green building design	100			
		10 years and above	90			
		Below 10 years	0			
	B. Project Manager			7		
	1	Education				
		Registered and Licensed Architect with Master's Degree in Architecture or Engineering; with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100			
		Registered and Licensed Architect with specialization diploma or certificate; with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	90			
		Registered and Licensed Architect with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	85			
	2	At least 10 years of experience in work programming of Architectural and Engineering Services				
		10 years and above with experience in green building design	100			
		10 years and above	90			
		Below 10 years	0			
	C. Civil/Structural Engineer			6		
	1	Education				
		Registered and Licensed Civil Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement; active member of the Association of Structural Engineers of the Philippines	100			
		Registered and Licensed Civil Engineer with specialization diploma or certificate; with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	90			
		Registered and Licensed Civil Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	85			
	2	At least 10 years of experience in the design, project management, or construction of modern structures				
		10 years and above	100			

		Below 10 years	0			
	D.	Professional Electrical Engineer		3		
		1 Education				
		Registered and Licensed Professional Electrical Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100			
		2 At least 5 years of experience in design, contract and project management of buildings				
		5 years and above	100			
		Below 5 years	0			
	E.	Sanitary Engineer or Master Plumber		3		
		1 Education				
		Registered and Licensed Sanitary Engineer or Master Plumber with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100			
		2 At least 5 years relevant experience in the design of plumbing, water supply and distribution and preferably knowledgeable in waste water				
		5 years and above	100			
		Below 5 years	0			
	F.	Professional Electronics Engineer		3		
		1 Education				
		Registered and Licensed Professional Electronics Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100			
		2 At least 5 years relevant experience in design and project or construction management of building				
		5 years and above	100			
		Below 5 years	0			
	F.	Landscape Architect		3		
		1 Education				
		Registered and Licensed Landscape Architect with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100			
		2 At least 5 years relevant experience in landscape architecture				
		5 years and above	100			
		Below 5 years	0			
	G.	Quantity Surveyor		3		
		1 Education				
		Registered and Licensed Architect/Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100			
		2 At least 5 years relevant experience in quantity surveying				
		5 years and above	100			
		Below 5 years	0			
II-2.	Qualification of Support Personnel to be Assigned				14	

	H.	Draftsman / CAD Operator		12		
		<i>Note: Each submitted draftsman shall merit a maximum 2 points; submit a maximum of 6 names (at least 1 senior draftsman and 1 junior draftsman)</i>				
		1	Education			
			Registered and Licensed Architect or Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100		
			B.S. Architecture or Engineering graduate	85		
			Undergraduate Architect or Engineer / Certificate in Architecture Drafting or Equivalent	50		
		2	Work experience in AutoCAD and BIM Drafting and managing the production of construction drawings; must be a regular staff of the A & E Design Consultant			
			10 years and above	100		
			5 years to 9 years	85		
			1 year to 4 years	50		
			Below 1 year	0		
	I.	Specification Writer			2	
		1	Education			
			Registered and Licensed Architect or Engineer with valid Professional Identification Card issued by the Professional Regulation Commission as of day of procurement	100		
			B.S. Architecture or Engineering graduate	85		
			Undergraduate Architect or Engineer / Certificate in Architecture Drafting or Equivalent	50		
		2	3 years experience in specifications writing; must be a regular staff of the A & E Design Consultant			
			3 years and above	100		
			Below 3 years	0		
	III.	Current Workload (2021 to 2022)				20
	A.	Job Capacity			20	
			Total amount of on-going projects is between Php 5M to Php 10M	100		
			Total amount of on-going projects is between Php 10.1M to Php 20M	75		
			Total amount of on-going projects is more than Php 20M	50		
			Total amount of on-going projects is less than Php 5M	0		
	B.	Financial Capacity			80	
			Net Financial Contracting Capacity more than Php 80M	100		
			Net Financial Contracting Capacity equal to Php 41M to Php 80M	75		
			Net Financial Contracting Capacity equal to Php 20M to Php 40M	50		
			Net Financial Contracting Capacity below Php 20M	0		
			TOTAL SCORE			100
			PASSING SCORE			70