

BIDS AND AWARDS COMMITTEE
QUALITY-BASED EVALUATION
CONSULTING SERVICES FOR THE DEVELOPMENT OF A COMPETENCY-BASED
HUMAN RESOURCE MANAGEMENT SYSTEM FOR DOST-ASTI

| CRITERIA | | WEIGHT | |
|--|---|---------------|------------------|
| 1. Quality of Personnel/Consulting Firm | | 20 | |
| Rating Factors | | | |
| 1.1. Consultant/Consulting Firm must have at least three (3) employees, associates, or partners with five (5) years of experience in developing a Competency-Based Human Resource System (CBHRS) | Three (3) members with five (5) years of experience | | <u>10</u> |
| 1.2. Consultant/Consulting Firm must have completed similar projects relevant to the design and development of a CBHRS under Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) for government agencies within the last five (5) years. | More than five (5) similar projects | | <u>5</u> |
| | Three (3) similar projects | | 2.5 |
| 1.3. Consultant/Consulting Firm must have completed at least three (3) relevant organizational development projects for government agencies within the last five (5) years | More than five (5) similar projects | | <u>5</u> |
| | Three (3) similar projects | | 2.5 |
| 2. Experience and Capability of the Lead Consultant/Consulting Firm | | 30 | |
| Rating Factors | | | |
| 2.1. Consultant/Consulting Firm must have at least a master's degree in any of these fields --- Engineering, Human Resource Development, Public Administration/ Management, or any related courses. | Lead consultant with master's degree | | <u>10</u> |
| 2.2. Consultant/Consulting Firm must have at least five (5) years of experience in human resource management and development and/or organizational development. | Above five (5) years | | <u>10</u> |
| | Five (5) years of experience | | 5 |
| 2.3. Consultant/Consulting Firm must have experience in the development of a CBHRS | Above five (5) years | | <u>10</u> |
| | Five (5) years of experience | | 5 |

| | | | |
|--|--|------------|------------------|
| 3. Plan of Approach and Methodology → Written detailed explanation and description of what the consultant plans to do to attain their objective | | 50 | |
| Rating Factors | | | |
| 3.1. The firm must have skills in developing CBHRS workshops according to the standards of Civil Service Commission, as well as expertise in developing Competency Framework | Conduct of competency assessment and submission of report inclusive of CBHRS Manual / Guidebook Competency Assessment Results Operating Guidelines, among other relevant documents needed by the end-user or Procuring Entity | | <u>30</u> |
| | Conduct and documentation of CBHRS Orientation Workshop and development of DOST-ASTI CBHRS including its components | | <u>20</u> |
| TOTAL | | 100 | |
| PASSING | | 80 | |