

**BIDS AND AWARDS COMMITTEE QUALITY-BASED EVALUATION
CONSULTANCY SERVICES FOR THE CONDUCT OF ORGANIZATIONAL
ASSESSMENT AND FORMULATION OF DOST-ASTI STRATEGIC PLAN 2023-2028**

CRITERIA		WEIGHT (%)	
1. Quality of Personnel		20%	
Rating Factors			
1.1. The firm must have at least two (2) employees, associates, or partners with five (5) to ten (10) years of experience in organizational profiling and analysis of government agencies.	2 members		5%
	<u>3 and above members</u>		<u>10%</u>
1.2. The firm must have completed organizational development projects relevant to the design and development of a Strategic Plan for government agencies within the last five (5) years.	1-5 projects		5%
	<u>6 and above projects</u>		<u>10%</u>
2. Experience and Capability of the Lead Consultant		30%	
Rating Factors			
2.1. Lead Consultant must have at least Master's Degree in any of these fields: Engineering, Human Resource Development, Public Administration/ Management or any related courses.	None		0%
	<u>With MS</u>		<u>10%</u>
2.2. Lead Consultant must have at least 5 years of experience in human resource management and development and/or organizational development	5-9 years		5%
	<u>10 years and above</u>		<u>10%</u>
2.3. Lead Consultant must have experience in engaging organizational development contracts with other government agency	1-5 contracts		5%
	<u>6 and above contracts</u>		<u>10%</u>
3. Plan of Approach and Methodology		50%	
Rating Factors			
3.1. The firm must have skills in facilitation and conduct of Strategic Planning workshop using the Balance Scorecard Methodology and expertise in developing Strategic Plan for government agency	Conduct of organizational assessment and submission of report inclusive of DOST-ASTI Balanced Scorecard/ Results and Performance Framework		20%
	<u>Conduct and documentation of strategic planning workshop and formulation of DOST-ASTI Strategic Plan inclusive of Operational Plan.</u>		<u>30%</u>

	<u>Monitoring and Evaluation Tools and Established Risk Process</u>		
TOTAL		100%	