

**SUPPLEMENTAL / BID BULLETIN NO. 5**

Title : **HIRING OF CONSULTING SERVICES FOR THE CONDUCT OF EXTERNAL SPOT CHECK OF PANTAWID PAMILYANG PILIPINO PROGRAM OPERATIONS (SPOT CHECK 2018)**

ITB No : **REI No. GOP/18-DSWD-001**

Date : **17 September 2018**

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This Supplemental/ Bid Bulletin is issued to all prospective bidders announcing the agreements made and in response to queries raised by the prospective bidders during the Pre-Bid Conference held on 29 August 2018, to wit:

**I. Section III. Bid Data Sheet Page Nos. 37- 43 of the Bidding Documents.**

**Query:** ITB Clause 6.1 of the Bid Data Sheet, will DSWD allow sub-contracting for the project?  
**Response:** Sub-contracting for this project is not allowed.

**Query:** ITB Clause 10.1 (c) Item B No. 2 (Field Enumerator - Qualifications) of the BDS, what do you mean by "College Level"?  
**Response:** It means that the enumerators are expected to have reached college level but not necessary finish one year level or the entire undergraduate course.

**Query:** Will DSWD provide the provinces/ areas to be covered by the Spot Check 2018?  
**Response:** DSWD - Pantawid Pamilyang Pilipino Programs (4Ps), through random sampling has identified the following provinces and municipalities:

- a. National Capital Region - Navotas and Malabon;
- b. Abra - Pilar and Luba;
- c. Leyte - Jaro and La Paz; and
- d. South Cotabato - General Santos and Tupi.

**Query:** ITB Clause 25.3 under 1<sup>st</sup> Criteria - Innovativeness with corresponding percentage of 30%

- Is the use of Computer Assisted Personal Interview (CAPI) as data collection method for this consulting services required?

**Response:** DSWD included CAPI as a component in evaluating the innovativeness of the submitted technical proposal of the prospective bidders, but it is not a requirement to get a passing evaluation rating. CAPI is also not strictly required to be used as a means of data capture.

**II. Section VI. Terms of Reference Page Nos. 73-88 of the Bidding Documents.**

**Query:** Terms of Reference (TOR) Roman Numeral III. Methodology - is it required to conduct a qualitative method of data gathering for this project?

**Response:** DSWD will require quantitative survey as the main data gathering method and will no longer use the qualitative method.

**Query:** Terms of Reference (TOR) Roman Numeral IV. Methodology - Is targeting is still included as one of the focus of the study?

**Response:** Targeting is deleted. It is no longer included as part of the focus of the study.

Particulars	From	To
Terms of Reference (TOR) Roman Numeral III. Methodology Item A. Sampling Design - Number of Interviews Pantawid Pamilya RPMO Staff	Sub-total of Thirty-Two (32) minimum	<b>Thirty-Two (32) respondents</b>

Attached is the Revised III. Methodology Item A. Sampling Design - Indicative Sample Breakdown under Section VI. Terms of Reference Page Nos. 77, 78 and 79 of the Bidding Documents, marked as Annex "A".

**III. Deadline for the Submission and Receipt of Bids**

This is to reiterate that the deadline for the submission and receipt of bids is on **24 September 2018 at 10:00 a.m.** Bids must be delivered to the BAC Secretariat Office, Ground Floor, DSWD Central Office. **Late Bids will not be accepted.**

The bid opening of Technical Proposal shall immediately follow after the deadline, to be held at the Social Technology Bureau (STB) Conference Room, 3<sup>rd</sup> Floor, DSWD Central Office, IBP Road, Constitution Hills, Quezon City.

**IV. Issuance of Bidding Documents**

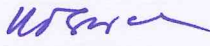
The issuance of the bidding documents is until 24 September 2018.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.

**LUZVIMINDA C. ILAGAN**  
Undersecretary and  
Bids and Awards Committee - Chairperson

**By:**

  
**MARIE ANGELA S. GOPALAN**  
Director IV and  
Bids and Awards Committee Vice - Chairperson

Please accomplish this portion and send it to facsimile no. (02) 951-7116 or e-mail [bacsec@dswd.gov.ph](mailto:bacsec@dswd.gov.ph)

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Received from DSWD, Supplemental/Bid Bulletin No. 5 for the **Hiring of Consulting Services (Firm) for the Conduct of External Spot of the Pantawid Pamilyang Pilipino Program Operations (Spot Check 2018)** (REI No. GOP/18-DSWD-001).

Received by : \_\_\_\_\_ Date : \_\_\_\_\_  
(Signature over Printed Name)  
Designation : \_\_\_\_\_  
Company : \_\_\_\_\_

### III. METHODOLOGY

Spot check may use a combination of quantitative and qualitative methods of data collection, which means surveys as well as in-depth individual and group interviews will be employed depending on the kind of data needed. However, household survey is prescribed as the primary form of data collection because quantitative data can be processed and analyzed with relative ease.

#### A. Sampling Design

The target number of respondent households is around 1,000 and will come from 4 provinces/NCR districts, 8 cities/municipalities, and 16 barangays selected from the three island clusters of Luzon, Visayas, Mindanao and the National Capital Region (NCR). The beneficiaries will include both RCCT and MCCT households. Aside from beneficiaries, regional and municipal program staff, as well as representatives of program partners (LGU, DepEd, Land Bank) will also be interviewed. Below is an indicative sample breakdown.

Specifics	Sample Requirement	Sub-Total
<b>Geographic Coverage</b>		
Provinces	4	4
Municipalities/Cities	8	8
Barangays	16	16
<b>Number of Interviews</b>		
Beneficiary Households (Regular CCT HHs = 900; Modified CCT HHs = 100)	1,000	1,000
Parent Leaders	1 to 2 per barangay	16 - 32
Pantawid Pamilya RPMO Staff [Regional Compliance Verification Officer (RCVO); 1 Regional Beneficiary Data Officer (RBDO); Regional Grievance Officer (RGO); Regional IT Officer; Regional Financial Analyst; and 3 Encoders]	8 per region	32 Respondents
Mayor / Vice Mayor / City or Municipal Social Welfare and Development Officer (C/MSWDO)	1 per municipality/city	8
Municipal/City Roving Bookkeepers (MRB/CRB)	2 per municipality/city	8 - 16
City/Municipal Link (C/MLs) o LGU Links	2 per municipality/city	8 - 16
Social Welfare Assistant (SWA)	1 per municipality/city	8
Elementary Schools	1-2 per barangay	16 - 32
High Schools	1-2 per municipality/city	8 - 16
Rural Health Unit (RHU)	1 - 2 per municipality/city	8 - 16
Barangay Health Station/Center (BHS)	1 per barangay	16
Land Bank (local servicing branch officer or local Land Bank-hired conduit)	1 per municipality	6
Philippine Veterans Bank servicing branch officer	1 per municipality	2
<b>Indicative Total Number of Interviews</b>		<b>1,200 (maximum)</b>