



Social Housing Finance Corporation

a subsidiary of National Home Mortgage Finance Corporation

BIDS AND AWARDS COMMITTEE

Resolution No. 106
Series of 2015

RESOLUTION TO RENEW THE CONTRACT OF THE CONSULTANT ON PROJECT WHERE TRUST AND CONFIDENCE AS PRIMARY CONSIDERATION

WHEREAS, the Office of the President in its Memorandum dated 24 July 2015 endorsed to the Administrative Department which in turn forwarded to the Bids and Awards Committee (BAC) the renewal of the contract of the consultant for project where trust and confidence are the primary considerations. Below are the details of the contract endorsed to the BAC for renewal, to wit:

CONSULTANT'S NAME	PRIMARILY CONFIDENTIAL SERVICES
Teresita S. Castillo	Organizational Development Coordinator for the Office of the President

WHEREAS, pursuant to section 53.7 of the revised IRR of RA 9184, the term of the individual consultants shall, at the most, be on six month basis, renewable at the option of the appointing Head of the Procuring Entity, but in no case shall exceed the term of the latter;

WHEREAS, Government Procurement Policy Board NPM 32-2005 (2005-07-18) on issues concerning applicability of Section 53.7 of the revised IRR of R.A. 9184 in relation to Section 8.2.1, posting shall be made with the Philippine Government Electronic Procurement Systems (PhilGEPS) as to the procurement opportunity and results of the awards, for transparency purposes;

NOW THEREFORE, for and in consideration of the foregoing premises, the SHFC Bids and Awards Committee **RESOLVES**, as it hereby resolves **to recommend the renewal of the contract of the abovementioned consultant for six months period or from June to December 2015 pursuant to Section 53.7 of the Revised Implementing Rules and Regulations of R.A. 9184 and subject to the terms and conditions stated in the attached Terms of Reference marked as "Annex A"**,


BE IT RESOLVED FURTHER that the result of the award is **posted in PhilGEPS and other necessary postings for seven (7) calendar days;**

ADOPTED, this 24th day of July 2015, in the Social Housing Finance Corporation, 8737 BDO Plaza, Paseo de Roxas, Makati City.


ATTY. JANICE V. PALISOC
Member


RUBEN C. LASET
Member


EDGAR ANINIPOT
Member


JASON C. YAP
BAC Vice Chairman


ANNICIA D. VILLAFUERTE
BAC Chairman

APPROVED:


MA. ANA R. OLIVEROS
President

TERMS OF REFERENCE

CONTRACT FOR SERVICES OF ORGANIZATIONAL DEVELOPMENT COORDINATOR FOR THE OFFICE OF THE PRESIDENT

Rationale and Objective

Social Housing Finance Corporation was mandated to be the lead government agency to undertake social housing programs that will cater to the formal and informal sectors of the low-income bracket and to take charge in developing and administering social housing program schemes, particularly the Community Mortgage Program (CMP) and the Abot-Kaya Pabahay Fund Program;

SHFC will need the services of a **Consultant** where trust and confidence are the primary considerations (referred to as "**CONSULTANT**") on areas of organizational development.

Mode of Procurement

Pursuant to the GPPB IRR Section 53 in relation to Section 53.7 Negotiated Procurement shall be resorted whereby SHFC shall finally negotiate a contract with a technically capable consultant wherein trust and confidence are the primary considerations.

Roles and Responsibilities

1. The CORPORATION shall engage the services of the CONSULTANT to undertake the following:
 - a. Create, plan and put into action organizational development processes to improve the Corporation which will benefit both the Corporation, its employees and its CMP stakeholders. Assess the current situation of the Corporation in order for it to identify the opportunities for change that will meet the objectives of the Corporation;
 - b. Plan and submit the proposed activities relevant to promoting and/or enhancing the programs being implemented by the CORPORATION;
 - c. Initiate mobilization and coordination of details of activities prior to a given date of the proposed program; and
 - d. Perform other tasks that may be assigned by the CORPORATION in connection with the tasks specified in this Agreement.

Working and Reporting Arrangement

Submission of bi-monthly accomplishment reports; reports to the President on a regular basis (with option of flexible time); performance is output-based.

Contract Period and Mode of Payment

SHFC shall engage the services of the CONSULTANT, for a period of six (6) months as CONSULTANT for the office of the President.

It shall be for a period of six (6) months starting on July 1, 2015 to December 31, 2015 renewable at the option of Appointing Head of the Procuring Entity/SHFC President. Either party may pre-terminate this Agreement due to loss of trust and confidence or of any other valid reason, provided written notice is served to the other party at least fifteen (15) days prior to its effective date of disengagement stated in the written notice.

SHFC shall pay the CONSULTANT an amount of **SIXTY SIX THOUSAND FOUR HUNDRED PESOS ONLY (Php66,400.00)** per month divided into two payments namely on the 15th and the end of each month, subject to the applicable submission of complete accomplishment report, withholding tax and such other taxes which the BIR may impose. In this regard, SHFC shall furnish all pertinent BIR documents in relation to his remuneration stated.

Dated Approved: _____

Approved:


MA. ANA R. OLIVEROS
President

