



Republic of the Philippines

**METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM**



AJA18-0185

**REQUEST FOR EXPRESSION OF INTEREST**  
**(Hiring of Individual Consultant: Organizational Development and Management Consultant)**  
(Contract No. MWSS-2021-ODM)

1. The Metropolitan Waterworks and Sewerage System (MWSS), through its Bids and Awards Committee (BAC), intends to apply the sum of Three Hundred Thousand Pesos (Php300,000.00), for an initial period of six (6) months, renewable at the option of the Head of Procuring Entity (HoPE), on a 6-months basis, but not to exceed the term of the appointing HoPE, to the payment of contract for the engagement of one (1) Individual Consultant tasked to render highly technical and confidential advisory, review, and policy recommendation services, with trust and confidence as primary consideration, for his/her hiring, as indicated in its updated 2021 Annual Procurement Plan (APP).
2. The procurement of services and engagement of the foregoing consultant shall be governed by and comply with Section 53.7 and Annex H of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, also known as the Government Procurement Reform Act.
3. The objective of this consulting service is to engage the professional services of specialized individual that will do the work that is highly technical and needs expertise pertinent to the organizational development and management to be specific in the reorganization processes and assessment requirements pursuant to the Governance Commission on GOCC's (GCG) Memorandum Circular No. 2015-04 (Re-Issued) and the "Guidelines for the Reorganization, Rationalization and Personnel Planning in the GOCC Sector". The work also involves among others, the preparation of various documents as parts and components of the reorganization plan such as current state assessment of the organization, governance structure, design framework, cost-benefit analysis, workforce analysis, planning, and transition program, review and advising on crafting of organizational and staffing design, etc., which shall be submitted to and approved by the MWSS Board for subsequent submission to the GCG.
4. The individual Organizational Development and Management Consultant shall work closely with the MWSS Human Resources and Organizational Development and Learning (HRODL) and shall submit regular reports and recommendations to the MWSS Administrator.
5. All interested consultants are hereby invited to obtain copies of the Terms of Reference for the foregoing Individual Consultancy Services at the MWSS BAC Secretariat at the address indicated below during regular working hours, Monday to Friday, from 9:00 AM to 4:00 PM. The TOR may also be downloaded from the MWSS website (<https://mwss.gov.ph/bids-and-awards/>).
6. Interested applicants should submit the clear and legible photocopies of the following documents to the address below on 15 February 2021 on or before 1:00PM, Philippine Standard Time (PST):

- Expression of Interest and Intent;
  - Detailed curriculum vitae demonstrating technical expertise and experience.
  - Certificate of Registration issued by the Bureau of Internal Revenue (BIR Form 2303);
  - Blank Page of BIR authorized Official Receipt;
  - PhilGEPS Registration No. (Red Membership) if already available. Otherwise, the submission of the required PhilGEPS Registration shall be a condition precedent for the award and execution of the contract; and
7. The MWSS - CO reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with **Section 41 of RA 9184 and its IRR**, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

**The Chairperson**

MWSS Bids and Awards Committee  
Metropolitan Waterworks and Sewerage System  
4th Floor, Administration Building, MWSS Complex.  
Katipunan Road, Balara, Quezon City  
Telefax Number: (632) 927 2386  
Email Address: mwssco.bac.secretariat2015@gmail.com

  
**LEONOR C. CLEOFAS, CESO IV**  
Chairperson  
Bids and Awards Committee