

EF 4. CONSULTANT'S REFERENCES

Relevant Services Carried Out That Best Illustrate Qualifications

[Using the format below, provide information on each contract, whether similar or not similar in nature and complexity to the contract to be bid, for which your firm/entity, either individually, as a corporate entity, or as one of the major companies within an association, was legally contracted].

Project No. *[State numerical order starting with number 1]*

Name of Contract:		Country:
Location within Country:		Professional Staff Provided by Your Firm/Entity(profiles):
Name of Client:		Nº of Staff:
Address:		Nº of Staff-Months; Duration of Project:
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (in PhP):
Name of Associated Consultants, if any:		Nº of Months of Professional Staff Provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:		
Narrative Description of Project:		
Description of Actual Services Provided by Your Staff:		

Consultant's Name: _____

Important Note: Applicable supporting documents to substantiate undertaking shall be provided during the submission of Technical Proposal. Only those contracts with supporting documents will be considered for evaluation.

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EF 5. Summary of CVs

No.	Name of Key Staff	Nominated Position	Registered Profession ¹	Highest Educational Attainment ²	No. of Trainings Relevant to Profession ³		Over-all Work Experience ⁴	Number of Projects Undertaken related to DAED
					Local	Foreign		
1		Team Leader/Project Manager						
2		Lead Architect						
3		Lead Structural Engineer						
4		Lead Geotechnical/Foundation Engineer						
5		Lead Geodetic Engineer						
6		Lead Electrical Engineer						
7		Lead Mechanical Engineer						
8		Lead Sanitary/Plumbing/Drainage Engineer						
9		Lead Quantity/Cost/Specifications Engineer						
10		Lead Landscape Architect						

Certified by:

[Signature over printed name of authorized representative]

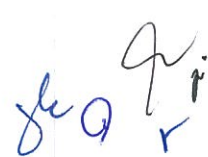
[Title]

1 Eligible bidder shall provide proof of professional registration during the submission of Technical Proposal

2 Eligible bidder shall provide proof of highest educational attainment during the submission of Technical Proposal

3 Eligible bidder shall provide proof of trainings undertaken during the submission of Technical Proposal

4 State total number of years for work experience.



EF 6. FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position: _____

Name of Firm: _____

Name of Staff: _____

Registered Profession: _____

Date of Birth: _____ Nationality: _____

Years with Firm: _____ Current Position in the Firm: _____

Education

[Summarize college/university and other specialized education, giving names of schools, dates attended, and degrees obtained using the matrix below]

College/University	Degree/Title Obtained	Inclusive Dates

Trainings/Seminars (for the last five [5] years)

[Summarize the trainings, seminars and workshops undertaken, including those conducted by the nominated key staff, using the matrix below]

Title/Description	Conducted by	Inclusive Dates	Venue	Involvement*

*Such as participant, speaker or trainer

Completed projects related to Detailed Architectural and Engineering Design

[Provide outline of projects undertaken using the matrix below]

Title/Description	Client	Position	Completion Date

On-Going Projects

[Provide outline of on-going projects using the matrix below]

Title/Description	Client	Position	Start Date	End Date

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Memberships in Professional Societies

[Give an outline of memberships in professional societies using the matrix below]

Name of Society/Commission	Date of Conferment/Registration	License/Professional Number	Validity Date

Languages

[Using the format below, indicate proficiency of languages familiar with proficiency whether excellent, good, fair, or poor in speaking, reading, and writing]

Language	Proficiency		
	Speaking	Reading	Writing

Employment Record:

[Starting with present position, list in reverse order every employment held by nominated staff. List all positions since graduation, giving dates, names of employing organizations, titles of positions held, and locations of projects. Indicate relevant work experience of staff in his/her nominated position. For experience in last ten years, also give types of activities performed and client references, where appropriate]

Certification:

I, [full name of proposed professional staff], certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

I Further commit that I shall work for the Consulting Services for the Detailed Architectural and Engineering Design for the Metro Manila Greenways Project: Makati - Bonifacio Global City Segment Phase 1 - Elevated Walkway from Metro Rail Transit Buendia Station to Bonifacio Global City as [nominated position] of [name of bidding firm] once awarded the contract.

_____ Date: _____
[Signature over printed name of nominated key staff]

_____ Date: _____
[Signature over printed name of authorized representative of the firm]

Important Note: Applicable documents to substantiate professional registration, educational attainment and trainings undertaken shall be provided during the submission of Technical Proposal. Only those attainments and undertakings with supporting documents will be considered for evaluation

Handwritten signature/initials

**EF 7. STATEMENT OF CONSULTANT SPECIFYING ITS NATIONALITY AND
CONFIRMING THAT THOSE WHO WILL ACTUALLY PERFORM THE SERVICES
ARE REGISTERED PROFESSIONALS**

[Letterhead]

[Date]

The Bids and Awards Committee – Consulting Services
Bases Conversion and Development Authority
2/F Bonifacio Technology Center
31st Street, corner 2nd Avenue, Bonifacio Global City
Taguig City

Ladies/Gentlemen:

[name of bidding firm] is issuing this statement in compliance with the requirements of the Bases Conversion and Development Authority (BCDA) Bids and Awards Committee for Consulting Services, that the nationality of members of the Project Team are indicated below and that they can actually perform the service in accordance with the eligibility requirements.

Proposed Project Team for the project:


Name	Assignment	Nationality
	Team Leader/Project Manager	
	Lead Architect	
	Lead Geotechnical/Foundation Engineer	
	Lead Structural Engineer	
	Lead Geodetic Engineer	
	Lead Electrical Engineer	
	Lead Mechanical Engineer	
	Lead Sanitary/Plumbing/Drainage Engineer	
	Lead Quantity/Cost/Specifications Engineer	
	Lead Landscape Architect	

[name of bidding firm] issues this statement in accordance with Clause 2.1.a.v of the eligibility requirements for the project.

Sincerely,

[Signature over printed name of Authorized Signatory]

[Title]



EF 8. Format of Curriculum Vitae (CV) of the Firm

Name of Firm: _____

Address: _____

No. of Years of Operation: _____

Years of Professional Experience: _____ years

Membership in Professional Societies:

Year	Professional Society

Certification

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe the firm, its qualifications and experiences.

Signature over Printed Name of Authorized Representative of the Firm

Date: _____

Handwritten signature/initials in blue ink.

Checklist of Requirements

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