



Republic of the Philippines
DEPARTMENT OF FINANCE
Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

BAC RESOLUTION NO. 023-2021
March 4, 2021

**RECOMMENDING THE RE-ENGAGEMENT OF SERVICES OF TECHNICAL
CONSULTANT AS TEAM LEADER, CONTEXTUAL INFORMATION WRITER AND
EDITOR FOR THE 7TH PHILIPPINE EXTRACTIVE INDUSTRIES TRANSPARENCY
INITIATIVE REPORT**

WHEREAS, the Extractive Industries Transparency Initiative (EITI) is an international multi-stakeholder initiative that promotes a global standard for transparency in the oil, gas and mining industries for the open and accountable management and good governance of extractive resources;

WHEREAS, the EITI process has three pillars: the creation of a national multi-stakeholder group (MSG); the publication of a report containing independently assessed data on government revenues and company payments due to extractive operations; and communication of the report's findings to stakeholders to inform and encourage public debate and dialogue on extractives. Required disclosures cover data along the entire value chain of an extractive activity—from the granting of licenses and contracts, to production, to tax collection, up to revenue utilization. Data are processed and reconciled by an Independent Administrator to surface any discrepancy or variance. Key findings are published in a report that is then disseminated to stakeholders and the general public;

WHEREAS, the Philippines was admitted as a candidate country by the EITI International Board on May 22, 2013. Pursuant to the requirement of the 2013 EITI Standard, and after consultation with stakeholders, the Philippine MSG formulated the following goals for EITI implementation that are linked to EITI principles and reflective of national priorities for the extractive industries:

- a. Show the direct and indirect contribution of extractives to the national development;
- b. Improve public understanding of the management of natural resources and public availability of data;
- c. Strengthen government systems for natural resource management;
- d. Create opportunities for dialogue and constructive engagement in natural resource management in order to build trust and reduce conflict among stakeholders; and
- e. Pursue and strengthen the extractive sector's contribution to sustainable development.

WHEREAS, the legal basis for EITI implementation in the country is found in Section 14 of Executive Order No. 79 (2012), which states the Philippines' commitment to participate in the EITI, and in Executive Order No. 147 (2013), which formally created the Philippine Extractive Industries Transparency Initiative (PH-EITI);

WHEREAS, the Department of Finance (DOF) needs to re-engage the services of Technical Consultant for the PH-EITI with requisite technical expertise to perform the following functions under Phases one (1) and two (2) of the assignment:

1. Develop of work plan, methodology, and outline of the report; initial research and data gathering; and presentation of initial findings to the MSG;
2. Draft the narrative or write-up of the contextual information, utilizing the results or data from the reconciliation process and/or the unilateral disclosures of reporting entities, and the results of beneficial ownership disclosure and gender reporting, and observing professional standards of technical writing;
3. Consolidate and edit all four (4) chapters of the 7th Report into one comprehensive, consistent, coherent, and cohesive document;
4. Address and/or incorporate in the final draft the relevant comments of the MSG on the earlier draft/s;
5. Present the final contextual information report to the MSG;
6. Produce and submit electronic and printed files of the contextual information report and other information/material integral to it;
7. Submit a terminal report (both electronic and hard copies) containing, among others, recommendations for strengthening the contextual information reporting process in the future, citing problems encountered in the process and ways to address them;
8. Produce an executive summary of the contextual information report for a non-technical audience;
9. Produce an information, education and communication (IEC) materials on the contextual information;
10. Participate or provide inputs in a report analysis workshop that may be conducted with the MSG members and key stakeholders after the publication of the PH-EITI report;
11. Turn over or submit to the PH-EITI secretariat in print and electronic copies all documents and data gathered in connection with the writing of the

contextual information report, such as reference materials and supporting documentation, including contact details of resource persons; and

12. Perform other tasks related to those outlined in the Terms of Reference (TOR) that are necessary for the production of the contextual information report.

WHEREAS, the services to be undertaken is highly technical in nature and would necessitate the hiring of a technical consultant;

WHEREAS, as provided under Section 53.7 of the Revised Implementing Rules and Regulations (R-IRR) of Republic Act (RA) No. 9184, Negotiated Procurement is allowed, where "In the case of individual consultants hired to do work that is (i) highly technical or proprietary; or (ii) primarily confidential or policy determining, where trust and confidence are the primary consideration for the hiring of consultant: *Provided, however,* That the term of the individual consultants shall, at the most, be on a 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";

0 22-2021 WHEREAS, the DOF Bids and Awards Committee (BAC) Resolution No. 22-2021, resolved to enter into negotiated procurement for the re-engagement of services of a consultant considering that the work to be undertaken is highly technical in nature;

WHEREAS, the BAC validates that Ms. Brenda Jay A. Mendoza is legally, technically and financially capable to undertake and fulfill the consultancy work based on the TOR;

WHEREAS, the BAC recommends the re-engagement of services of Ms. Brenda Jay A. Mendoza for a total rate of Two Hundred Seventy One Thousand Two Hundred Ninety Two Pesos and 40/100 (Php271,292.40) subject to withholding tax and any and all taxes payable to the government;

WHEREAS, Ms. Brenda Jay A. Mendoza's contract shall be for the period of April 1, 2021 – June 30, 2021;

WHEREAS, the services to be undertaken by Ms. Brenda Jay A. Mendoza will be based on the accomplishment of deliverables with the corresponding percentage of completion as indicated below subject to withholding tax and any and all taxes payable to the government;


Milestone	Objective	Output	Payment (% of Contract Amount)	Amount (In Php)
Following the submission of inception report	To establish work plan and set expectations of deliverables	Inception Report with a) Detailed outline of the report	20%	54,258.48

		b) Work plan indicating the approach, methodology, proposed outline of the report.		
Following the submission and presentation of the draft contextual information to the MSG	To present and solicit comments on the draft contextual information of the EITI report	A record of proceedings of an MSG meeting for the purpose	30%	81,387.72
Following the submission of the first complete 7 th EITI Report (including the Reconciliation Report, Industry Outlook, and SDMP Report)	To present and solicit comments on the first complete 7 th EITI Report	A record of proceedings of an MSG meeting for the purpose	30%	81,387.72
Following the submission of the final 7 th EITI Report with executive summary and suggested IEC materials	To wrap up Phase Two of the assignment	A final 7 th EITI Report with executive summary and suggested IEC materials	20%	54,258.48
TOTAL			100%	Php271,292.40

NOW, THEREFORE, for and in consideration of the foregoing premises, the Bids and Awards Committee (BAC) hereby resolves, as it hereby resolved, to recommend to the Head of the Procuring Entity, the re-engagement of the consulting services of Ms. Brenda Jay A. Mendoza, through negotiated procurement for the period April 1, 2021 – June 30, 2021, at a total rate of Two Hundred Seventy One Thousand Two Hundred Ninety Two Pesos and 40/100 (Php271,292.40) subject to withholding tax and any and all taxes payable to the government.

Recommending Approval:

DOF BIDS AND AWARDS COMMITTEE


MA. TERESA S. HABITAN
End-user

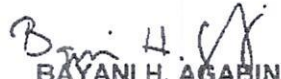

ALVIN P. DIAZ
Member

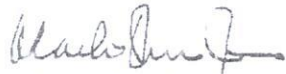

SHEILA N. CASTALONI
Member


DANIELLE MARIE S. RIEZA-CULANGEN
Vice-Chairperson


GIL S. BELTRAN
Chairperson

Approved:


BAYANI H. AGABIN
Undersecretary


MARK DENNIS Y.C. JOVEN
Undersecretary



Republic of the Philippines
DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

March 10, 2021

Ms. BRENDA JAY A. MENDOZA

Consultant

29 Geraldine Ave., Don Jose Heights Subd.

Brgy. Commonwealth, Quezon City

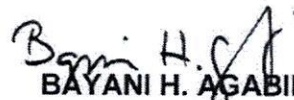
Subject: NOTICE OF AWARD


Dear Ms. Mendoza:

Please be notified that your offer equivalent to a total amount of **Two Hundred Seventy One Thousand Two Hundred Ninety Two Pesos and 40/100 (Php271,292.40)**, subject to withholding tax and any and all taxes payable to the government, for the re-engagement of Services of Technical Consultant as Team Leader, Contextual Information Writer and Editor for Philippine Extractive Industries Transparency Initiative (PH-EITI), is hereby accepted.

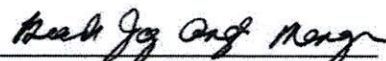
Please acknowledge receipt and acceptance of this Notice of Award by affixing your signature in the space provided below.

Very truly yours,


BAYANI H. AGABIN
Undersecretary


MARK DENNIS Y.C. JOVEN
Undersecretary

CONFORME:


BRENDA JAY A. MENDOZA

Date: March 25, 2021