

## PERIOD OF ACTION ON PROCUREMENT ACTIVITIES

Name of Project: **Procurement of Consultancy Service for Engineering/Architectural Design and Space Planning of the Proposed Philippine Retirement Authority (PRA) Interior Fit - Out**

<b>Stage</b>	<b>Activities</b>	<b>Deadline</b>	<b>Schedule</b>
1	Advertisement / Posting of Invitation to Bid / Request for Expression of Interest	Seven (7) calendar days	December 29, 2015 to January 5, 2016
2	Eligibility Check and Shortlisting	Three (3) calendar days (one (1) calendar day for eligibility, one (1) calendar day for shortlisting, one (1) calendar day for notice)	January 19, 2016 to January 21, 2016
3	Issuance and availability of Bidding Documents	From 1 <sup>st</sup> day of Stage 1 until Stage 5	March 1, 2016
4	Pre-Bid Conference	Twelve (12) calendar days before Stage 5	March 2, 2016
	Request for clarification	Ten (10) calendar days before Stage 5	March 7, 2016
	Supplemental / Bid Bulletin	Seven (7) calendar days before Stage 5	March 10, 2016
5	Submission and Receipt of Bids (includes opening of bids)	One (1) calendar day	March 17, 2016
	Submission of additional requirements	Three (3) calendar days after Stage 5	March 21 to 23, 2016
6	Bid Evaluation	One (1) calendar day plus One (1) calendar day for approval of ranking	March 31, 2016 @ 2:00PM
7	Notification for Negotiation	One (1) calendar day	April 1, 2016
8	Negotiation	One (1) calendar day	April 4, 2016
9	Post-qualification	One (1) calendar day	April 5, 2016
10	Approval of Resolution / Issuance of Notice of Award	Two (2) calendar days (one (1) calendar day for Resolution and one (1) calendar day for Notice of Award)	April 6 to 7, 2016
11	Contract preparation and signing	Two (2) calendar days (one (1) calendar day for Contract preparation and one (1) calendar day for Contract signing)	April 8 to 11, 2016
12	Approval of Contract by higher authority	One (1) calendar day	-
13	Issuance of Notice to Proceed	One (1) calendar day	April 12, 2016

**NOTE: EARLIEST POSSIBLE TIME FOR CONSULTING SERVICES**