

DEPARTMENT ORDER NO. D02018- 08-0014 //

**MANDATING THE CENTRALIZED REVIEW AND EVALUATION COMMITTEE ("C-REC") TO ADOPT A TRANSPARENT AND COMPETITIVE SYSTEM OF AWARDING THE DATA PACKAGE SERVICE AGREEMENT FOR THE PHILIPPINE CONVENTIONAL ENERGY CONTRACTING PROGRAM ("PCECP")**

**WHEREAS**, Section 4 of Presidential Decree No. (PD) 87, as amended, otherwise known as the "*Oil Exploration and Development Act of 1972*" and Section 4 of PD 972, as amended, otherwise known as "*The Coal Development Act of 1976*", allow the Philippine Government (the "Government") to promote and undertake the exploration, development, and production of the country's indigenous petroleum and coal resources through service/operating contracts with contractors;

**WHEREAS**, Republic Act No. 7638, as amended, otherwise known as "*The Department of Energy (DOE) Act of 1992*", mandates the DOE to among others prepare, integrate, coordinate, supervise and control all plans, programs, projects and activities of the Government relative to energy exploration, development, utilization, distribution, and conservation;

**WHEREAS**, the DOE through **Department Circular No. DC2017-12-0017** entitled "ADOPTING THE PHILIPPINE CONVENTIONAL ENERGY CONTRACTING PROGRAM (PCECP) OF AWARDING PETROLEUM SERVICE CONTRACTS (PSCs) AND CREATING THE REVIEW AND EVALUATION COMMITTEE (REC)" (the "PCECP Guidelines") adopted a simpler and faster public contracting program to facilitate a transparent and competitive system for awarding service and operating contracts for the exploration, development, and production of the country's petroleum and coal resources;

**WHEREAS**, on 16 March 2018, **Department Order No. DO2018-03-0003** was issued creating the Centralized Review and Evaluation Committee (C-REC), for the purpose of integrating the current committees administering the review and evaluation of renewable energy, petroleum, downstream natural gas and coal operating service contract applications, their award, amendments and termination;

**WHEREAS**, under the PCECP Guidelines and pursuant to the above mandate of C-REC, the C-REC shall prepare the PCECP data package for petroleum, which shall be available to interested parties upon payment of applicable fees;

**WHEREAS**, there is a need to adopt a transparent and competitive system of awarding the data package services agreement to qualified third parties;

**NOW, THEREFORE**, in consideration of the aforementioned premises, the following shall govern the awarding of the data package services for the PCECP.

**Section 1. Scope.** This Department Order shall apply to the selection of a qualified third party for the data package services under the PCECP for Petroleum and the approval of the necessary contract/agreement thereof.

**Section 2. Centralized Review and Evaluation Committee (C-REC).** The C-REC, constituted under the Department Order No. DO2018-03-0003, shall carry out the following responsibilities under this Department Order:

- 2.1 Oversee the preparation of the terms of reference (TORs) for the submission of comparative proposals for the PCECP data package services;
- 2.2 Oversee the necessary posting and publication of the call for submission of comparative proposals in the DOE website for wider dissemination;
- 2.3 Review and evaluate the submitted recommendation of the C-REC TWG of the comparative proposals in reference to the published TOR;
- 2.4 Recommend the award of the data package services agreement after a successful evaluation of the proposals;
- 2.5 Issue additional guidelines and clarifications in relation to the above responsibilities.

**Section 3. C-REC Technical Working Group (TWG) and Secretariat.** The C-REC TWG and Secretariat constituted under the PCECP Guidelines and Department Order No. DO2018-03-0003 shall assist the C-REC in all activities related to Section 2 hereof.

**Section 4. Separability Clause.** If for any reason, any section or provision of this Department Order is declared unconstitutional or invalid, such parts not affected shall remain in full force and effect.

**Section 5. Repealing Clause.** All DOE issuances that are inconsistent with the provisions of this Department Order are hereby repealed.

**Section 6. Effectivity.** This Department Order shall take effect immediately and shall remain in effect until otherwise revoked.

Issued this \_\_\_\_ June 2018 in Bonifacio Global City, Taguig City, Metro Manila.

  
**ALFONSO G. CUSI**  
Secretary



AUG 10 2018

Procedure on the Evaluation of Expression of Interests (EOIs) for the  
Data Package Services Agreement under the  
Philippine Conventional Energy Contracting Program (PCECP)

by

The Centralized Review and Evaluation Committee (C-REC)

Section 1. **Scope.** This procedure shall apply to the selection of a qualified third party for the data package services under PCECP and the approval of the necessary agreement thereof.

Section 2. **The C-REC and Its Responsibilities.** The C-REC constituted under **Department Order No. DO2018-03-0003** to oversee the implementation of the PCECP Guidelines<sup>1</sup> shall have the following responsibilities:

- 2.1 Oversee the preparation of the terms of reference (TORs) for the submission of comparative proposals for the PCECP data package services;
- 2.2 Oversee the necessary posting and publication of the call for submission of comparative proposals in the DOE website for wider dissemination;
- 2.3 Review and evaluate the submitted recommendation of the C-REC TWG of the comparative proposals in reference to the published TOR;
- 2.4 Recommend the award of the data package services agreement after a successful evaluation of the proposals;
- 2.5 Issue additional guidelines and clarifications in relation to the above responsibilities.

Section 3. **Quorum.** A majority of the C-REC shall constitute a quorum for the transaction of business.

Section 4. **Meetings.** The Chairman shall preside at all meetings of the C-REC. The decision of at least a majority of those present at a meeting at which there is a quorum shall be valid and binding as an act of the C-REC.

Section 5. **C-REC Technical Working Group (TWG) and Secretariat.** The C-REC TWG and Secretariat constituted under **Special Order No. SO2018-01-0009**<sup>2</sup> shall

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<sup>1</sup> **Department Circular No. DC2017-12-0017** entitled: ADOPTING THE PHILIPPINE CONVENTIONAL ENERGY CONTRACTING PROGRAM (PCECP) OF AWARDED PETROLEUM SERVICE CONTRACTS (PSCs) AND CREATING THE REVIEW AND EVALUATION COMMITTEE (REC) dated 27 December 2017.

<sup>2</sup> "DESIGNATING THE MEMBERS OF THE DEPARTMENT OF ENERGY (DOE) REVIEW AND EVALUATION COMMITTEE (REC)"

serve as the main support unit of the C-REC. The C-REC TWG and Secretariat shall have the following functions and responsibilities:

- a.) Provide administrative support to the C-REC;
- b.) Organize and make all the necessary arrangements for C-REC meetings and activities;
- c.) Prepare minutes of meetings and resolutions of the C-REC;
- d.) Take custody of EOIs and other records;
- e.) All other functions and responsibilities that may be assigned by the C-REC.

Section 6. **Preparation of Terms of Reference (TOR) and EOIs.** The C-REC TWG and Secretariat shall prepare the TOR and EOI for the data package services under the PCECP for approval by the C-REC.

Section 7. **Invitation to submit EOIs.** The C-REC TWG and Secretariat shall prepare the invitations for submission of EOIs, including the posting and publication thereof, for approval by the C-REC.

The EOIs shall be published and posted for seven (7) days in the sub-site for the PCECP in the DOE website ([www.doe.gov.ph](http://www.doe.gov.ph)) for wider information dissemination.

The invitation to submit EOIs shall specify the following information, among others:

- a. Relevant information indicating their qualification to perform the above-mentioned services. Relevant qualifications include proven track record in providing similar services (e.g. years in business, list of clients, listing of staff with expertise); expertise and experience in implementing data package services (e.g. listing of projects conducted, staff listing); experience in working with the different governments for similar services; expertise and experience in the development and delivery of virtual data room for petroleum data; and familiarity with the Philippines' petroleum industry and previous petroleum contracting round.
- b. Proposals for data package services which shall include, among others:
  - i. Services for data digitizing and cataloguing;
  - ii. Preparation of data packages for potential applicants in Kingdom Suite-ready packages;
  - iii. Online data rooms;
  - iv. Project listings and promotion for the PCECP;
  - v. Proposals on the cost estimates and the proceeds from the data package services; and
  - vi. The proposed timeline of the data package services which shall comply with the timelines of the PCECP.

Section 8. **Receipt and opening of EOIs.** Interested firms shall submit their EOIs to the C-REC either in paper copies or electronic mail. The C-REC shall determine the qualifications of the interested firms based on the submitted information and documents on qualification as specified in Section 7 (a) hereof.

Section 9. **Evaluation of EOIs.** The C-REC shall evaluate the EOIs based on the submitted technical and financial proposals. The C-REC shall rank the EOIs based on the best proposals in terms of advantage to the government.

Section 10. **Notice and Execution of Contract or Agreement.** The C-REC shall recommend to the Secretary of the DOE the award of the contracts/agreement for the data package services with the best proposal. In case the Secretary approves the recommendation, the contract/agreement with the winning proponent shall be executed immediately.

Section 11. **Additional guidelines.** The C-REC may issue additional guidelines and clarifications in relation to this procedure.

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**REQUEST FOR EXPRESSION OF INTEREST:  
(DATA PACKAGE SERVICES)**

Department of Energy, Government of the Philippines  
Philippine Conventional Energy Contracting Program ("PCECP")  
Data Package Services

The Government of the Philippines, through the Department of Energy ("DOE"), is launching the PCECP through a simpler and faster public contracting program to facilitate a transparent and competitive system for awarding service and operating contracts for the exploration, development, and production of the country's petroleum and coal resources. To generate maximum participation and interest in the PCECP for Petroleum, the DOE desires to engage qualified third party service provider for data package services for petroleum areas. The data package services shall include a virtual data room, among others, to host the Philippines' petroleum data online for easy access and reference of prospective applicants or proponents.

The Centralized Review and Evaluation Committee ("C-REC") constituted under the PCECP now invites interested firms to submit relevant information indicating their qualification to perform the above-mentioned services. Relevant qualifications include proven track record in providing similar services (e.g. years in business, list of clients, listing of staff with expertise); expertise and experience in implementing data package services (e.g. listing of projects conducted, staff listing); experience in working with the different governments for similar services; expertise and experience in the development and delivery of virtual data room for petroleum data; and familiarity with the Philippines' petroleum industry and previous petroleum contracting round.

Interested firms shall also submit together with qualification documents proposals for data package services which shall include, among others:

1. Services for data digitizing and cataloguing;
2. Preparation of data packages for potential applicants in Kingdom Suite-ready packages;
3. Online data rooms;
4. Project listings and promotion for the PCECP;
5. Proposals on the cost estimates and the proceeds from the data package services; and
6. The proposed timeline of the data package services which shall comply with the timelines of the PCECP.

A firm shall be selected in accordance with the foregoing criteria as may be evaluated by the C-REC.

Interested firms must submit their letters of expressions of interest together with their qualification documents on or before \_\_\_\_\_ to:

**The Centralized Review and Evaluation Committee Secretariat**  
Department of Energy  
Energy Center, Rizal Drive, Bonifacio Global City, Taguig City

For inquiries, please contact OIC-Direct. Melita V. Obillo at telephone no. (02) 840-2068  
or email at \_\_\_\_\_.

**DONATO D. MARCOS**  
Undersecretary  
C-REC Chairman