INVITATION TO SUBMIT A PROJECT PROPOSAL

The Local Government Unit – General Santos City (LGU-GSC) hereby invites all interested and qualified Non-Government Organizations (NGOs) and People’s Organizations (POs), to submit proposal as partners in the implementation of the following projects under the 2013 Trade and Product Development Program of the city, namely:

Name of Projects:

1.   YamanGensan 2013

2.   Development of the Processed Aqua Marine Industry (Tuna Value Added Products), the OTOP of General Santos City

3.   Intellectual Property Business Development Services

Scope of Work

1.   Conduct various activities to include but not limited to the following:

a)   Yaman Gensan Celebration:PhP1,000,000.00

Conduct the following projects/activitiesof the YAMAN Gensan2013(YabongMaliliitnaNegosyosaGensan)or the General Santos City Business Month:

a.1. Trainings and Seminar
a.2. Trade Fairs and Exhibits
a.3  Competitions
a.4  Awards and Recognition
a.5  Promotion
a.5  Institutional Development

b)   Development of the Processed Aqua Marine Industry:PhP150,000.00

Institutional development and promotions of General Santos City’s One-Town, One-Product (OTOP) through the following projects/activities:

b.1. Production of Promo Collaterals
b.2. Promotion of the City’s OTOP
b.3  Institutional Development
      b.4. Capability Building

c)   Intellectual Property Business Development Services:PhP150,000.00

Encourage awareness and participation of SMEs in the Intellectual Property (IP) system through the following projects/activities:

c.1.Capability Building Seminar
c.2. Conduct of Information Drive
c.3  PromoCollaterals
c.4. Seminars/Fora
2.   Manage funds provided for the projects in accordance with Philippine Accounting Standards and COA Circular 2007-001;

3.   Generate additional funds for the project through rent, fees or solicitations from sponsoring companies or individuals, submit corresponding report and remit share on net income to the city government as stipulated in the MOA;

Interested parties must submit following requirements:

1.   Certificate of Registration with the Securities and Exchange Commission (SEC), and/or either the Cooperative Development Authority (CDA) or the Department of Labor and Employment (DOLE) as the case maybe.

2.   Authenticated copy of the latest Articles of Incorporation/ Articles of Cooperation showing the original incorporators / organizers

3.   Secretary’s Certificate for the incumbent officers together with Certificate of Filing with the Securities and Exchange Commission (SEC)/ Certificate of approval by the CDA.

4.   Audited Financial Reports by an independent auditor, for the past three years (CY 2008-2010

5.   Disclosure of other related business and extent of ownership therein, if any

6.   Work and Financial Plan, and Sources & Details of 20% Equity Participation in the project.

7.   Complete project proposal duly approved/signed by its officers which shall include the objectives, target beneficiaries, feasibility studies, risk assessment, designs, plans, blueprints, charts, etc.

8.   List and/or photographs of similar projects previously completed indicating the source of funds for their implementation, if any.

9.   Sworn Affidavit of the Secretary of organization signifying that none of its incorporators, organizers, directors or officials is an agent of or related up to the fourth (4th) civil degree of consanguinity or affinity to the Officials of the Local Government Unit authorized to process and/or approve the proposal, the MOA and the release of funds.

10.   Previous satisfactory track record of managing similar projects with the LGU-GSC.

11.   Board Resolution authorizing the President of the organization to enter into Memorandum of Agreement (MOA) with the Local Government of General Santos City represented by the City Mayor.

Interested project partners must submit their proposals and other related documents on or before March 8, 2013, 2:00PM to the Chairperson of the Local Finance Committee, Office of the City Treasurer, Ground Floor, Right Wing, City Hall Building, General Santos City.  Applications for accreditation will be evaluated on a “pass/fail” basis.

The evaluation will be conducted by a Special Project Screening Committee created for this purpose strictly in accordance with selection criteria as specified and shall be limited to NGOs and POs as defined in the COA Circular 2007-001. Accordingly, the project will only be awarded to the NGO/PO, which meets the minimum qualification requirements and the specifications for the project and which can satisfactorily undertake the project at terms most advantageous to the beneficiaries, taking into consideration the cost effectiveness of the project.

The LGU-GSC reserves the right to cancel the accreditation process and to reject any or all proposals at any time prior to contract award, without incurring any liability to the affected Non-Government Organizations (NGOs)/Peoples Organization POs.

All inquiries regarding the evaluation process should be directed to the Chairperson, Local Finance Committee, Office of the City Treasurer, Ground Floor, Right Wing, City Hall Building, General Santos City, Tel Nos. (083)553-4601, website address: [www.gensantos.gov.ph](http://www.gensantos.gov.ph/)

DARLENE MAGNOLIA R. ANTONINO-CUSTODIO
City Mayor