



REQUEST FOR QUOTATION

Date: November 16, 2022
RFQ No. SVP-2022-11-04

TO ALL PHILGEPS REGISTERED APPRAISAL COMPANIES:

Please quote your best offer for the item described below, subject to the Terms and Conditions provided hereof. Submit your quotation duly signed by you or your duly authorized representative and Certified True Copy of the requirements in two (2) separate sealed envelopes.

The first envelope shall contain the following:

1. Mayor's/Business Permit;
2. Professional License
3. PhilGEPS Registration/Organization Number
4. Latest Income/Business Tax Return
5. Omnibus sworn statement by the prospective bidder/supplier or its duly authorized representative as to the following:
 - 5.1 It is not blacklisted or barred from bidding by the government of the Philippines (GOP) or any of its agencies, offices, corporations or LGUs;
 - 5.2 Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true;
 - 5.3 It is authorizing the PCGG Chairman or its duly authorized representative and the BAC to verify all the documents submitted;
 - 5.4 The representative is duly authorized and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the bidder in the bidding with the duly notarized Secretary's Certificate attesting to such act, if the bidder is corporation, partnership, cooperative or a joint venture;
 - 5.5 Bidder's compliance to his responsibilities as provided in the Guidelines;
 - 5.6 Disclosure of no relationship by consanguinity or affinity up to the third civil degree to the head of the PCGG, to the BAC members and its Secretariat, or to anyone who directly or indirectly took part in the bidding process.
 - 5.7 It did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the PCGG in relation to any procurement or activity.

The second envelope shall contain the duly accomplished Bid Form with duly signed Terms of Reference.

Sealed quotations may be submitted to the undersigned at the Presidential Commission on Good Government (PCGG), Administrative Services Division, Ground Floor, Annex Building, IRC Building, 82 EDSA, Mandaluyong City with telephone number 8725-9039 on or before November 28, 2022.

(Sgd.) **GLORIA C. LLANEZA**
Supervising Administrative Officer

TERMS OF REFERENCE

1. The Bidders must provide correct and accurate information required in this RFQ.
2. The Approved Budget for the Contract (ABC) is TWO HUNDRED FORTY THOUSAND PESOS (PHP240,000.00), inclusive of VAT, per appraiser.
3. The subject of the RFQ is supply of professional services of Geodetic Engineer or Surveying Firm to conduct a relocation survey of properties with a total aggregate area of ONE HUNDRED SIXTY NINE THOUSAND ONE HUNDRED SIXTY SIX (169,166) square meters which covers four (4) titles located in municipality of Claveria in the Province of Cagayan. The details of the TCTs are tabulated below:

Title No.	Owner	Lot Classification	Area (sq.m)
OCT No. 1106 (S)	Taggat Industries, Inc.	Agricultural	8158
OCT No. 1111 (S)	Taggat Industries, Inc.	Resdl./Light Comm	60,000
OCT No. 1112 (S)	Taggat Industries, Inc.	Residential	20,000
OCT No. 1107 (S)	Taggat Industries, Inc.	Agricultural	81,008
		TOTAL	169,166

4. SCOPE OF WORK

The scope of services shall include but not limited to the following:

- a. Conduct research pertaining to the above lot and its adjacent lots;
- b. Conduct actual ground survey of the location of the existing natural or man-made boundary markers;
- c. Relocate, set, and mark on the ground the missing and/or disturbed corners using PS cylindrical concrete monuments;
- d. Rectification of erroneous technical descriptions;
- e. Submit a written report on how the survey work was conducted, the reference points used in the survey, and site photographs taken during the conduct of survey works;
- f. Provide a Relocation Plan with Vicinity Map and Technical Description sign and sealed by licensed Geodetic engineer; and
- g. Provide necessary resources such as one meter deep P.S. Concrete Cylindrical Monuments, acceptable permanent markers, and other supplies and equipment during the conduct of the survey shall be provided by the service provider.

5. Price quotation must be valid for a period of forty-five (45) calendar days from the date of submission.
7. Price quotation which must be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
8. Quotations exceeding the Approved Budget for the Contract shall be rejected.
9. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative.
10. The Contract of Service shall be effective from the issuance of the Notice to Proceed to the Service Provider. Service Provider is given fifteen (15) working days to prepare and submit the required outputs reckoned from the date of receipt of the Notice to Proceed from PCGG>

11. The Contract shall end upon the receipt by the Service Provider of the Certificate of Acceptance and Completion issued by PCGG, unless sooner terminated for a cause or upon mutual agreement by both parties.
12. The winning bidder shall require to submit narrative report as fundamental document required for payment.
13. PCGG shall provide all available pertinent documents such copy of available titles to the property, technical descriptions, and approved survey plans.
13. Liquidated damages equivalent to one-tenth of one percent (0.001%) of the value of the goods/services not delivered within the prescribed delivery period shall be imposed per day of delay. The PCGG shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Conforme:

Name and Signature of Bidder

Date: _____

BID FORM

Date: _____
RFQ No.: _____

Name of Company: _____
Address: _____
Business Permit No.: _____
TIN No.: _____
PhilGEPS Registration/Organization No. : _____

After having carefully read and accepted the attached Terms and Conditions dated _____, I/We submit our quotation for the item as follows:

Item Description	Contract Term	Approved Budget for the Contract	Offer					
			Price (Supply professional services of Geodetic Engineer or Surveying Firm			Compliance with Technical Specifications (please check)		Remarks
			Qty.	Unit Price	Total Price (VAT Inclusive)	Yes	No	
Supply of professional services Geodetic Engineer or Surveying Firm	__ days	PhP240,000.00				[]	[]	

Signature over Printed Name

Contact Number (Landline and/or Cellphone Nos.)/e-mail address