



Republic of the Philippines
PRESIDENTIAL COMMISSION ON GOOD GOVERNMENT



REQUEST FOR QUOTATION

Date: January 10, 2024
RFQ No. SVP-2024-01-01

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, 21st Floor, JMT Corporate Condominium, 27 ADB Avenue, Ortigas Center, Pasig City on or before **January 17, 2024**.

(sgd.) **KIM SARAH JANE REMBULAT**
OIC, Admin. Services Division



Republic of the Philippines
PRESIDENTIAL COMMISSION ON GOOD GOVERNMENT



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 **ONE HUNDRED FIFTY THOUSAND PESOS (PHP 150,000.00)**, inclusive of VAT, for all properties.
3. The subject of the RFQ is supply of **PROCUREMENT OF APPRAISAL SERVICES TO DETERMINE THE FAIR MARKET VALUE OF THE FOLLOWING PROPERTIES REGISTERED IN THE NAME OF REPUBLIC OF THE PHILIPPINES.**

The details of the TCT is tabulated below:

REAL PROPERTIES				
TCT No.	Property Location	Property Name	Area (sq.m)	No. of Appraisal
T-219335	Rodriguez Avenue, cor Bagong Dalan Road Brgy.35 Purok Malipayo Reclamation Area Bacolod City	BREDCO Property	46,688 sq.m	1
057-2016013137 057-2016013138 057-2016013139	Brgy.Gregoria de Jesus, GMA, Cavite	GMA Cavite Property	7,505 sq.m. 55,790 sq.m. 3,800 sq.m.	1

4. The appraisal of the above **real properties** shall include but not limited to the following information:
 - 4.1 Current Fair Market Value;
 - 4.2 Classification and actual use of the property;
 - 4.3 Highest and best use;
 - 4.4 Current zonal value;
 - 4.5 Land rating grid considering the factors of location, size, shape Physical characteristics and time element to arrive at the computation of value;
 - 4.6 Comparable sale of similar property within the vicinity;
 - 4.7. Name and contact information of the source of data for valuation;
 - 4.8 Submit a location plan – Tax Map/Vicinity Map; and
 - 4.9 Presence of informal settlers, if any.
5. In addition, the following documents shall be secured to form part of the supporting documents of the Appraisal Report:
 - 5.1 Copy of duly approved survey plan
 - 5.2 Exact Google map Coordinates (Lat, Long)
 - 5.3 Certified True Copy of TCT from Registry of Deeds
 - 5.4 Comprehensive Land Use Plan
 - 5.5 Certified True Copy of the Latest Tax Declaration
 - 5.6 Land Use Certification and Zoning
 - 5.7 Schedule of Market Values
6. The appraisal of **personal property** is to determine its current Fair Market Value



Republic of the Philippines
PRESIDENTIAL COMMISSION ON GOOD GOVERNMENT



7. Price quotation must be valid for a period of forty-five (45) calendar days from the date of submission.
8. Price quotation which must be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
9. Quotations exceeding the Approved Budget for the Contract shall be rejected.
10. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative.
11. The end-user requires **one (1) PhilGEPS-registered appraisal** company to undertake the appraisal/valuation of the subject property.
12. The final appraisal report must be delivered within fifteen (15) working days from receipt of all necessary documents from the Asset Management Department of the PCGG.
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: _____



Republic of the Philippines
PRESIDENTIAL COMMISSION ON GOOD GOVERNMENT



BID FORM

Date: _____
RFQ No.: SVP-2024-01-01

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 (PROCUREMENT OF APPRAISAL SERVICES)			Compliance with Technical Specifications (please check)		Remarks	
			Qty.	Unit Price	Total Price (VAT Inc)	Yes	No		
PROCUREMENT OF APPRAISAL SERVICES TO DETERMINE THE FAIR MARKET VALUE OF THE FOLLOWING PROPERTIES REGISTERED IN THE NAME OF REPUBLIC OF THE PHILIPPINES	___ days	PhP 150,000.00	1 lot				[]	[]	

Signature over Printed Name

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

