

## REQUEST FOR QUOTATION

REFERENCE NO.: **MR22-10-135**

We are inviting all interested suppliers to submit their best quotation for the **PROCUREMENT OF THE SERVICES OF A 3RD PARTY APPRAISER TO INSPECT AND VALUE THE NDC PROPERTY KNOWN AS THE "I&I" BUILDING:**

TCT/Lot No.	Area	Location
TCT No. (114432) 006-2014000974 (Lot 1-B, of plan (LRC) Psd-181302); with structure known as the <b>"I&amp;I Building"</b>	2,579 sq.m.	Sen. Gil J. Puyat Avenue, Makati City

### SCOPE OF SERVICES:

1. The appraisal services shall cover the land and the building together with its appurtenant machinery and equipment found therein, with the end purpose of establishing the Market Value and Market Rental Value.
2. The Market Value and Market Rental Value shall be appraised using, as appropriate, the three (3) internationally accepted approaches, namely: Market Data Approach, the Income Capitalization approach, and the Cost Approach.
3. Property, Location and Identification-Based on the Technical Description as inscribed in the title, conduct all necessary inspections to verify and/or record the following:
  - Property location and identification
  - Landmarks and distance from main thoroughfares
  - Tenants and occupants
4. Land Data – Locate, inspect and plot the subject property to determine boundaries, use and occupancy, illegal encroachments or structures, right-of-way or the lack thereof, obstructions that would affect the access to and from the property, easements and physical characteristics of the land.
5. Improvements – conduct an inspection of all improvements, to determine the floor area, number of rooms, make or type, materials used, remaining economic life, extent and condition of existing improvements. Include the name of office/occupants per floor on the building. Any improvement that can no longer serve its purpose or utility should be valued at Salvage Value.
6. Neighborhood Data – conduct verification with the Planning Office to determine any on-going and future development within the covered barangay of the subject property.

The report should contain:

- Compliance to official zoning of the area in which the property is located
- Land development
- Availability of public services – i.e., water, power, gas, telephone, sanitation and transportation

- Nature and condition of public thoroughfares
  - Nuisances and/or easements, if any
  - Availability and accessibility of amenities, i.e., commercial centers, recreation facilities, hospitals and churches, school and public markets
7. Identify risks – determine and identify risks present in the property and conditions that aggravate the risk that will affect its value and will require security or insurance coverage or will result in higher insurance premiums.
  8. Highest and Best Use – analyze the prevailing land use in the neighborhood and current land use plans and compare the nature of the subject property in order to determine the HABU.
  9. Valuation – gather and analyze data on recent sales of similar properties in the vicinity of the subject property and interview people known to be knowledgeable of real estate prices and the circumstances of the sales.

Gather and analyze property listings including bank foreclosed properties. Also, gather and analyze data on the zonal valuation of the subject property.

Gather and analyze data on the prevailing rental rates in the vicinity of properties of the same classification or highest and best use and provide an opinion of the Market Rental Value of the subject property also stating therein the appropriate lease terms.

#### **DURATION OF WORK AND REPORTING REQUIREMENTS:**

The appraisal works shall be completed within 10-working days from the receipt of the Notice to Proceed.

A draft narrative report shall be submitted to the Asset Management Group (AMG) for review before its finalization.

The report should clearly and accurately set forth the conclusions of the valuation/appraisal in a manner that is not misleading specifying all assumptions and limiting conditions upon which the value conclusion is contingent.

The following should form part as annexes to the report:

- Compound layout, lot plan, vicinity map, location plan to show the relative location of land and improvements, if any
- Photographs of the property
- BIR certified Zonal Value of the property

#### **3<sup>RD</sup> PARTY APPRAISER**

The 3<sup>rd</sup> party appraiser must be duly accredited by the Bangko Sentral ng Pilipinas (BSP).

**Approved Budget** : ₱ 80,000.00 (₱ 40,000.00 per appraiser inclusive of VAT and payable upon completion of the work)

**Submission of Quotation and Eligibility Requirements** : November 3, 2022

**Mode of Procurement** : Small Value Procurement (53.9)

**Eligibility Requirements :**

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Number (certified true copy)
3. 2021 Income Tax Return or Latest Business Tax Return (certified true copy)
4. Omnibus Sworn Statement (Notarized and accordance with GPPB Circular 04-2020 dated September 16, 2020)

**Note:** In lieu of the Mayor's Permit and PhilGEPS Registration Number, you may submit a valid Certificate of PhilGEPS Registration (Platinum Membership).

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

**BIDS AND AWARDS COMMITTEE**  
National Development Company  
7/F NDC Building, 116 Tordesillas St.  
Salcedo Village, Makati City  
Fax: 840-4862  
Attention: BAC Secretariat

Reference Number: **MR22-10-135**

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment - Government Terms
2. Delivery Period – Ten (10) working days from the receipt of the Notice to Proceed.

**(SIGNED)**

**AGM SATURNINO H. MEJIA**

Chairperson, Bids and Awards Committee