



REQUEST FOR QUOTATION
Procurement of Appraisal Services for Real Property/Lands and Buildings
Quotation/Bid No. SVP-022-2025

PR No. 2025-02-0073
Purpose: For use of LASC

Company Name

Address

Date

Please quote your lowest price on the job/items listed below, subject to the Specifications and Terms and Conditions stated herein stating the shortest time of delivery and submit your quotation duly signed by your representative to Procurement Section, Procurement & Property Division, ICC Bldg., EDSA, Diliman, Quezon City not later than the bid submission deadline on MAR 03 2025 10:00 AM.

Failure to observe any of the herein Specifications and Terms and Conditions shall be ground for disqualifications of the bidders concerned.


ENGR. ROBERT C. SUGUITAN
BAC-B Chairperson

Total Approved Budget for the Contract: Php 267,000.00

*The Table below shall be accomplished comprehensively, DO NOT LEAVE ANYTHING BLANK

NO.	QTY.	UNIT	AGENCY'S SPECIFICATION	BIDDER'S SPECIFICATION	UNIT PRICE	TOTAL BID PRICE
	1	lot	Procurement of Appraisal Services for Real Property/Lands and Buildings			
			ITEM DESCRIPTION			
	1	lot	Procurement of Appraisal Services for Real Property/Lands and Buildings for Commercial Purposes of NIA-Central Office (Please see attached TERMS OF REFERENCE)			
TOTAL AMOUNT:						
TOTAL BID PRICE IN WORDS:						
Note: Subject to VAT and EWT/CWT deduction as per RA 9337						



- After having carefully read and accepted the attached General Conditions, I/We quote you on the materials and equipment at prices noted above.
- I hereby certify to comply with all the guidelines, conditions, technical specification and Terms of reference stated and attached on & with this form.

Company Name

Signature over Printed name/
Date Accomplished

Contact/ Telephone Number

TERMS AND CONDITIONS

1. All entries must legibly written, printed or type using the NIA Prescribed Request for Quotation (RFQ). Any modification in the terms of the RFQ shall constitute to disqualification.
 - a.) If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including the manifestation on the agreement with the Terms and Conditions below.
 - b.) In case a prospective supplier/service submits a filled-out RFQ with a supporting document (i.e., a price quotation in different format), both documents shall be considered unless there are discrepancies. In this case, provisions in the RFQ shall prevail
 - c.) Any interlineations, erasures, or overwriting shall be valid only if they are countersigned or initialed by you or any of your duly authorized representatives
2. The Total Approved Budget for the Contract (ABC) is **267,000.00**. All bids in excess of the ABC shall be automatically rejected;
3. Delivery period is within 20 working days from receipt of Purchase Order (PO).
4. Price validity shall be for a period of 90 working days from the date of Bid Opening.
5. **For Lot Award**
All items to be grouped together to form **one (1) complete Lot** that will be awarded to one Bidder to form one (1) complete contract. Bidder must offer/quote on all items, otherwise, bidder shall automatically be disqualified.
6. Warranty shall be for the one (1) year for equipment and six (6) months for supplies and materials from date of approval of the Inspection & Acceptance Report (IAR) by the authorized National Irrigation Administration's representative if applicable. Bidders shall submit only two (2) copies of Bid/Request for Quotation (RFQ) together with the following licenses and legal documents also in two (2) copies placed in one (1) sealed envelope, namely:
 - a.) Mayor's Permit
 - b.) PHILGEPS Certificate
 - c.) Professional License/Curriculum Vitae
 - d.) BIR 2303
 - e.) Tax Clearance Certificate
 - f.) Omnibus Sworn Statement for ABC's above 50,000.00 only (shall be submitted by the lowest calculated responsive bidder prior to the processing of Payment)
 - g.) Statement of the consultant of all its ongoing and completed government and private contracts within the last five (5) years

*****For items A and B, a valid certificate of Platinum Membership may be submitted in lieu of the said documents.**
7. If an Awardee has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the Awardee shall extend a maximum of fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter, if Awardee has not completed delivery within the extended period, the subject Purchase Order shall be cancelled and the award for the undelivered balance withdrawn from that Awardee. The National Irrigation Administration (NIA) shall, then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against DEFAULTING AWARDEE. Refusal by the Defaulting Awardee to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 9184 and its IRR-A
Non submission of any of the documents above mentioned shall be a ground for outright rejection of the Bid/RFQ.

NOTE:

1. Bid Quotations may be submitted to the Procurement Section, Procurement & Property Division, ICC Bldg., EDSA, Diliman, Quezon City, Fax No. 8921-3906 or by email at procurement.quotation@nia.gov.ph.
2. Please make certain to affix the signature of the owner, manager or any of its duly authorized representative in a clear legible manner.
3. Bidder shall submit one (1) quotation only. Alternate bids shall be rejected.



TERMS OF REFERENCE

I. BACKGROUND

Lease Agreements with the private sector are not only for the purpose of generating income, which results to economic growth and development of the National Irrigation Administration (NIA), but also to maximize the utilization of NIA properties through effective partnership with the private sector.

The Terms of Reference (TOR) shall apply to all lease contracts to be entered by NIA as lessor over its real property/lands, buildings, and office spaces whether short-term or long term.

This TOR is hereby adopted pursuant to NIA's authority and mandate relating to existing and future, short-term or long-term lease agreements and shall not preclude NIA from developing its assets, properties, and facilities through any other means.

II. OBJECTIVE

NIA is engaging the consulting services from professionally regulated Real Estate Appraisers to render an opinion on the market value and market rent of the subject properties to be made as bases for establishing the selling prices and/or lease rates. The Asset Valuation shall cover the following:

NIA - CO TENANTS

TENANT	LOCATION	OFFICE SPACE Sq. meters
1. Comprehensive Agrarian Reform Program - IC (CARP-IC)	4th Floor, DCIEC Building	474.50
2. Jalsaur River Multipurpose Project, Stage II (JRMP II)	4th Floor, NIA Building B	122.42
3. Balog-Balog Multipurpose Project (BBMP)	4th Floor, NIA Building B	26.40
4. Philippine Carabao Center	Ground Floor, DCIEC Building	12.00
	2nd Floor, ICC Building	40.00
5. M.P. E. Catering	Ground Floor, Gazebo Area	8.00
6. Philippine Crop Insurance Corporation (PCIC)	7th Floor, NIA Building A	868.48
	7th Floor, NIA Building A	156.60
	7th Floor, NIA Building A	356.56
	Parking Area between Gate 2 and 3	6 lots
7. National Water Resources Board (NWRB)	8th Floor, NIA Building A	1,955.66
	Testing Room, Ground Floor	58.87
8. Reid Inc.	4th Floor, DCIEC Building	67.00
9. Kape Rito	Ground Floor, Gazebo Area	8.00
10. Jennyrous Shakes and Pastries	Ground Floor, Gazebo Area	8.00
11. 2M's Food Stall	Ground Floor, Gazebo Area	8.00
12. CK'S DRAGON BOWL	Ground Floor, Gazebo Area	8.00
13. Parque Café	Ground Floor, Gazebo Area	12.00
	Ground Floor, Hallway Bldg. B	2.00
14. Del Valle Food Snack	Ground Floor, Gazebo Area	8.00
15. Snack Shack	Ground Floor, Gazebo Area	8.00
16. Senzykat Rice Yna Box	Ground Floor, Gazebo Area	8.00
17. Angeles Food Stall	Ground Floor, Gazebo Area	8.00
18. SMART	Roof Deck, Bldg. A	48.60
19. Civil Service Commission, NIA Field Office	4th Floor, DCIEC Building	132.00
20. Commission on Audit (COA)	2nd Floor, NIA Building A	474.95
21. Former K-Zone Building	NIA Premise	2,508.00
	2nd Floor	1,202.50
	Basement	959.95
22. Former PNB Building	NIA Premise	389.50
	2nd Floor	362.50
	Parking Area, EDSA Side	98.55
23. Parking Area between Gate 2 and 3	Parking Area between Gate 2 and 3	474.95



III. SCOPE OF WORK

1. Inspection

- Site inspections
- Building inspections
- Sampling verification of building floor area/dimensions
- Identification of installed/constructed building components
- Identification of building utilities and services
- Basic site accessibility assessment

2. Market Research

- Neighborhood research
- Interview with local real estate brokers
- Research in Multiple Listing Services (MLS)
- Research of Socio-Economic and Physical Profile

3. Valuation Analysis

- Assessment of Property Market and Typical Participants
- Highest and Best Use Analysis
- Assessment of applicable Elements of Comparison
- Comparative Market Analysis
- Replacement Cost Estimate through Modified Materials Take Off Method
- Depreciation Analysis

IV. MODE OF PROCUREMENT

The procurement shall be undertaken through Small Value Procurement (SVP) as provided for under R.A. 9184 and its pertinent rules, regulations and issuances.

V. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC is Two Hundred Sixty Seven Thousand Pesos (P267,000.00) inclusive of all government taxes and service charges. Only proposals not exceeding the ABC shall be considered.

VI. CONTRACT DURATION

The Appraisal Report shall be submitted to the requesting office, within twenty **(20) working days** from receipt of the duly signed **Purchase Order (P.O.)** and the complete reference documents needed for the conduct of the appraisal assignment. Should there be an extension of work schedule beyond the agreed contract period, the same shall not involve any additional cost to NHA.

VII. SUBMISSION OF APPRAISAL PROPOSALS

1. Documentary Requirements from Consultants submitting proposals under the SVP:
 - a. Mayor's/ Business Permit
 - b. Professional License/ Curriculum Vitae
 - c. PhilGEPS Registration Number
 - d. Omnibus Sworn Statement (For ABCs above Php 50,000.00)

e. Statement of the consultant of all its ongoing and completed government and private contracts within the last five (5) years

For individual consultants not registered under a sole proprietorship, a BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's/Business permit.

VIII. DELIVERABLES

The valuation will be submitted two (2) hard copies of the valuation report and an exclusive account in our Geographic Asset Management System (GAMS) that features details of your properties including images, and downloadable pdf files of the valuation report and other pertinent documents.

IX. MANNER OF PAYMENT

60% down payment shall be given upon acceptance of this proposal and balance due will be given upon submission of the appraisal report.



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11816755
 Procuring Entity NATIONAL IRRIGATION ADMINISTRATION - CENTRAL OFFICE
 Title Procurement of Appraisal Services for Real Property/Lands and Buildings
 Area of Delivery Metro Manila

Solicitation Number:	SVP-022-2025	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Services	Date Published	27/02/2025
Approved Budget for the Contract:	PHP 267,000.00	Last Updated / Time	26/02/2025 17:24 PM
Delivery Period:	20 Day/s	Closing Date / Time	03/03/2025 10:00 AM
Client Agency:			
Contact Person:	Adrian Magcamit Aguilar Supervising Supply Officer EDSA, Diliman Quezon City Metro Manila Philippines 63-2-9213906 63-2-9213906 procurement.quotation@nia.gov.ph		

Description

1 lot Procurement of Appraisal Services for Real Property/Lands and Buildings (267,000.00)

ITEM DESCRIPTION

1 lot Procurement of Appraisal Services for Real Property/Lands and Buildings for Commercial Purposes of NIA-Central Office

(Please see attached TERMS OF REFERENCE)

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Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Procurement of Appraisal Services for Real Propert	Appraisal Services for Real Property/Lands and Buildings	1	Lot	267,000.00

Created by Adrian Magcamit Aguilar

Date Created 26/02/2025

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