

Bids and Awards Committee for Consulting Services (BAC-C)

**PROCUREMENT OF CONSULTING SERVICES FOR THE APPRAISAL OF
BCDA PROPERTIES 2022**

Supplemental/Bid Bulletin No. 01

1. The interested bidders are hereby informed of the changes/revisions on the provisions of the Request for Proposal (RFP) and Terms of Reference (TOR), to wit:

AMENDMENTS	
A. On the Request for Proposal (RFP)	
On the Title: Selection of a Consultant for the Appraisal of BCDA Properties 2022	On the Title: <u><i>Procurement of Consulting Services</i></u> for the Appraisal of BCDA Properties 2022
4. The Appraisal Firm/Consultant must satisfy the following requirements: a. Must be registered online with the Philippine Government Electronic Procurement System (https://www.philgeps.gov.ph); b. have at least ten (10) years of experience in real estate appraisal; c. Assign a Team Leader to the project that has at least ten (10) years of experience in appraisal works as a Licensed Real Estate Appraiser, five (5) years of which shall be as a Team Leader; and d. Assign at least four (4) other licensed Real Estate Appraisers to the Project that has at least three (3) years of relevant experience. The Firm	4. The <u><i>Consultant must:</i></u> xxx b. have at least ten (10) years of experience in <u><i>real estate</i></u> appraisal works; c. <u><i>assign a Team Leader to the project who has:</i></u> <u><i>- at least ten (10) years as Licensed Real Estate Appraiser;</i></u> <u><i>- at least ten (10) years of experience in appraisal works;</i></u> <u><i>- at least five (5) years experience as a Team Leader in appraisal works</i></u> d. <u><i>assign at least four (4) other Real Estate Appraisers who has:</i></u>

must submit a notarized Undertaking specifying the names of the licensed appraisers, license number and the validity of the license. A copy of the Professional Regulation Commission (PRC) License of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.

- at least three (3) years as Licensed Real Estate Appraiser;
- at least three (3) years experience in appraisal works

e. submit a notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.

7. The Criteria and Rating for the selection of the winning Consultant are as follows:

	Evaluation Criteria	Score	Passing Score
A.	Applicable experience of the Consultant	40%	36%
B.	Qualification of personnel who shall be assigned to the project	50%	30%
C.	Plan of Approach and Project Methodology	10%	5%
	TOTAL SCORE	100%	71%

Winning bidders should at least meet the minimum passing score for each Criteria with an overall passing score of 71%.

7. The Criteria and Rating for the selection of the winning Consultant are as follows:

	Evaluation Criteria	Score	Passing Score
A.	Applicable experience of the Consultant	40%	28%
B.	Qualification of personnel who shall be assigned to the project	50%	35%
C.	Plan of Approach and Project Methodology	10%	7%
	TOTAL SCORE	100%	70%

Winning bidders should at least meet the minimum passing score for each Criteria with an overall passing score of **seventy percent (70%)**.

8. The Appraisal Firm/Consultant is required to submit the following documents to be used by BCDA as the basis for its evaluation:

Annex D: Duly Notarized Omnibus Sworn Statement

Annex E: Curriculum Vitae of the Firm (using the prescribed

8. The Consultant is required to submit the following documents to be used by BCDA as the basis for its evaluation:

Annex D: **Omnibus Sworn Statement (Duly Notarized)**

Annex E: **Curriculum Vitae (Consultant)**

<p>form) and Company Profile</p> <p>Annex F: Curriculum Vitae of the Assigned Team Leader (using the prescribed form) and duly notarized</p>	<p>Annex F: Curriculum Vitae <u>(Team Leader and 4 Licensed Real Estate Appraisers)</u></p> <p><u>Annex G: Methodology and Work Plan</u></p> <p><u>Annex H: Contract</u></p> <p><u>Annex I: General Conditions of the Contract</u></p> <p><u>Annex J: Special Conditions of the Contract</u></p> <p><u>Annex K: Duly notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.</u></p> <p><u>Annex L: Financial Proposal</u></p> <p><u>Annex M: Bid Securing Declaration Form</u></p>
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11. The Proposal composed of the
aforecited Technical Proposal
(*Annexes A to K, M*) and the Financial
Proposal (*Annex L*), must be submitted
not later than *August 22, 2022,*
Monday, 12:00 p.m. by hand at the
BCDA Records Administration
Division (RAD) to the address below:

Bases Conversion and Development
Authority (BCDA) Corporate Office
2/F, Bonifacio Technology Center, 31st
Street, corner 2nd Avenue,
Bonifacio Global City, Taguig City

Proposals shall be addressed to
ARREY A. PEREZ, Chairperson, Bids
and Awards Committee for Consulting
Services (BAC-C).

*Prospective bidders should take note
of the following activities and dates:*

<u><i>Activities</i></u>	<u><i>Date and Time</i></u>	<u><i>Venue</i></u>
<u><i>1. Pre-Bid Conference</i></u>	<u><i>August 16, 2022, Tuesday, 1:00 PM</i></u>	<u><i>BCDA Corpor ate Office, Taguig City</i></u>
<u><i>2. Opening of Proposals</i></u>	<u><i>August 22, 2022, Monday, 1:00 p.m.</i></u>	<u><i>BCDA Corpor ate Office, Taguig City</i></u>

*Proposals will be opened in the
presence of the bidders'
representatives who choose to attend
the activity.*

	<p><u>Late proposals shall not be accepted.</u></p> <p><u>* Maps of the properties will be available upon request.</u></p> <p><u>** The schedule of Procurement Activities is attached.</u></p>
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B. On the Terms of Reference (TOR)

<p>B. General Requirements</p> <p>xxx</p> <ul style="list-style-type: none"> ● have at least have ten (10) years of experience in appraisal works; ● assign a Team Leader who is a Licensed Real Estate Appraiser with at least ten (10) years of experience in appraisal works as a Licensed Real Estate Appraiser, five (5) years of which shall be as Team Leader; ● The Firm shall assign at least four (4) licensed Real Estate Appraisers to the Project aside from the Team Leader, and submit a notarized Undertaking towards this end, specifying among others, the names of the licensed appraisers and their PRC License Number with date of effectivity and copies of their valid licenses. 	<p>B. General Requirements</p> <p>xxx</p> <ul style="list-style-type: none"> ● Must have at least ten (10) years of experience in <u>real estate</u> appraisal; ● <u>assign a Team Leader to the project who has:</u> <ul style="list-style-type: none"> - <u>at least ten (10) years as Licensed Real Estate Appraiser;</u> - <u>at least ten (10) years of experience in appraisal works;</u> - <u>at least five (5) years experience as a Team Leader in appraisal works</u> ● <u>assign at least four (4) other Real Estate Appraisers who has:</u> <ul style="list-style-type: none"> - <u>at least three (3) years as Licensed Real Estate Appraiser;</u> - <u>at least three (3) years experience in appraisal works</u> ● <u>submit a notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC)</u>
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<p>E. DELIVERABLES</p>	<p>E. DELIVERABLES</p> <p>xxx</p> <p><u><i>The FINAL APPRAISAL REPORT shall be submitted by the Consultant within 5 working days upon receipt from BCDA of the notice to finalize the draft appraisal report. Please note that the 10, 30, 45, 60, 90 and 120 calendar days period of completion pertains to the period from issuance of the Notice to Proceed to the receipt by BCDA of the draft appraisal report.</i></u></p>						

F. CONTRACT TERMS AND EFFECTIVITY

The Consultant shall enter into a Contract with BCDA and submit a Performance Bond or any instrument as may be prescribed pursuant to the revised Implementing Rules and Regulations (IRR) of R.A. 9184. The terms of the contract (Contract, Special Conditions of Contract and General Conditions of Contract) shall likewise be in the general form as that prescribed under the Revised IRR of R.A. 9184 and attached herewith as **Annex H**.

The project shall end upon receipt by the Consultant of a Certificate of Acceptance/Completion from BCDA, which shall be upon BCDA's approval of the Consultant's Final appraisal report for all properties subject of this appraisal project.

The FINAL APPRAISAL REPORT shall be submitted by the Consultant within 5 working days upon receipt from BCDA of the notice to finalize the draft appraisal report. Please note that the 30, 45, 60, 90 and 120 calendar days period of completion pertains to the period from issuance of the Notice to Proceed to the receipt by BCDA of the draft appraisal report.

G. CONTRACT TERMS AND EFFECTIVITY

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The contract shall be effective for a period of One Hundred Twenty (120) calendar days from the date stated in the Notice to Proceed (NTP) and/or until the complete delivery and acceptance by BCDA of all the requirements as agreed with the Consultant based on the TOR.

xxx

**H. SEALING AND MARKING
OF PROPOSAL**

Prospective bidders shall enclose their original technical and financial proposal, in a sealed envelope marked “ORIGINAL – ELIGIBILITY, TECHNICAL AND FINANCIAL PROPOSAL”. Each copy thereof shall be similarly sealed duly marking the envelopes as “COPY NO. 1-ELIGIBILITY, TECHNICAL AND FINANCIAL PROPOSAL”. These envelopes containing the original and the copies shall then be enclosed in one single envelope.

The original and Copy No. 1 of the proposal shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.

All envelopes shall:

- (a) contain the name of the contract to be bid in capital letters;**
- (b) bear the name and address of the prospective bidder in capital letters;**
- (c) be addressed to the Procuring Entity’s BAC-C;**
- (d) bear the specific identification of this Project indicated in the RFP; and**
- (e) bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of bidding documents, in accordance with the RFP.**

	<p><u><i>Bidding documents that are not properly sealed and marked, as required in this TOR, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.</i></u></p>
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2. Attached as Annexes to this Bid Bulletin are the revised RFP, TOR and Schedule of Activities.

3. The interested bidders are hereby furnished with supplemental documents to be submitted to BCDA as part of the Contract and as basis for the evaluation of bids (for Annexes K, L and M):

- Annex K: Duly notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.
- Annex L: Financial Proposal.
- Annex M: Bid Securing Declaration Form

This Bid Bulletin shall be considered as an integral part of the RFP, TOR and supporting Annexes to the TOR for the Consulting Services. All other provisions in the RFP, TOR and supporting Annexes to the TOR correspondingly affected by the issuance of this Bid Bulletin are likewise deemed amended to conform to this Bid Bulletin.

Issued this 12th day of August 2022.



ARREY A. PEREZ
Chairperson, BAC-C

BACC2022-0091

REQUEST FOR PROPOSAL (RFP)

(Revised as of 12 August 2022)

Bids and Awards Committee for Consulting Services (BAC-C)

Request For Proposal (RFP) *(Revised as of 12 August 2022)*

Procurement of Consulting Services for the Appraisal of BCDA Properties 2022

1. The Bases Conversion and Development Authority (BCDA) is a government corporation mandated to transform former military bases and properties into premier centers of economic growth as stipulated in its mandate - Republic Act No. 7227 otherwise known as the "Bases Conversion and Development Act of 1992".
2. The BCDA, through its Bids and Awards Committee for Consulting Services (BAC-C), intends to procure and engage the services of three (3) independent **Consultants** under Section 53.6 "Negotiated Procurement - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services" of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 in the determination of the value of land and assets listed in the Terms of Reference (TOR) for the Project, using the appropriate valuation methodologies.
3. The Approved Budget for the Contract for each **Consultant** is Two Million Three Hundred Fifty-Five Thousand Two Hundred Forty-Eight Pesos (Php 2,355,248.00), inclusive of VAT and all applicable taxes and fees.
4. The **Consultant** must:
 - a. must be registered with the Philippine Government Electronic Procurement System (<https://www.philgeps.gov.ph>);
 - b. have at least ten (10) years of experience in **real estate** appraisal works;
 - c. **assign a Team Leader to the project who has:**
 - **at least ten (10) years as Licensed Real Estate Appraiser;**
 - **at least ten (10) years of experience in appraisal works;**
 - **at least five (5) years experience as a Team Leader in appraisal works**
 - d. **assign at least four (4) other Real Estate Appraisers who has:**
 - **at least three (3) years as Licensed Real Estate Appraiser;**
 - **at least three (3) years experience in appraisal works**
 - e. **submit a notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.**
5. The detailed Scope of Services and Deliverables of the **Consultant** are likewise indicated in the attached TOR for the Project.
6. The **Consultant** shall be evaluated using the Quality Based Evaluation (QBE) procedure. One contract will be awarded to each of the three (3) bidders determined as the highest rated and responsive bid.

7. The criteria and rating for the selection of the winning ***Consultant*** are as follows:

	Evaluation Criteria	Score	<i>Passing Score</i>
A.	Applicable experience of the Consultant	40%	<i>28%</i>
B.	Qualification of personnel who shall be assigned to the project	50%	<i>35%</i>
C.	Plan of Approach and Project Methodology	10%	<i>7%</i>
	TOTAL SCORE	100%	<i>70%</i>

Winning bidders should at least meet the minimum passing score for each criterion with an overall passing score of seventy percent (70%).

8. The ***Consultant*** is required to submit the following documents to be used by BCDA as the basis for its evaluation:

Annex A: Valid and current Mayor's/Business Permit issued by the city or municipality where the principal place of business of the bidder is located

Annex B: PhilGEPS Registration (Red or Platinum Registration Category)

Annex C: 2021 Income/Business Tax Return

Annex D: **Omnibus Sworn Statement (Duly Notarized)**

Annex E: **Curriculum Vitae (Consultant)**

Annex F: **Curriculum Vitae (Team Leader and 4 Licensed Real Estate Appraisers)**

Annex G: **Methodology and Work Plan**

Annex H: Contract

Annex I: General Conditions of the Contract

Annex J: Special Conditions of the Contract

Annex K: Duly notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.

Annex L: Financial Proposal

Annex M: Bid Securing Declaration Form

Note : The Certificate of Platinum Membership issued by PhilGEPS may be submitted in lieu of Mayor's/Business Permit (Annex A) and PhilGEPS Registration (Annex B)

9. The **Consultant** is also required to submit its Financial Proposal (Annex L) using the prescribed format in a separate sealed envelope together with the above-mentioned requirements/documents. The Financial Proposal shall not exceed the approved budget for the contract (ABC) and shall be deemed to include the cost of all taxes, duties, fees, levies, and other charges imposed under applicable laws.

Proposals received in excess of the ABC shall be automatically rejected.

10. The contract shall be effective for a period of One Hundred Twenty (120) calendar days from the date stated in the Notice to Proceed (NTP) and/or until the complete delivery and acceptance by BCDA of all the requirements as agreed with the **Consultant** based on the TOR.
11. The Proposal composed of the aforecited Technical Proposal (**Annexes A to K, M**) and the Financial Proposal (**Annex L**), must be submitted not later than **August 22, 2022, Monday, 12:00 p.m.** by hand at the BCDA Records Administration Division (RAD) to the address below:

Bases Conversion and Development Authority (BCDA) Corporate Office
2/F, Bonifacio Technology Center, 31st Street, corner 2nd Avenue,
Bonifacio Global City, Taguig City

Proposals shall be addressed to ARREY A. PEREZ, Chairperson, Bids and Awards Committee for Consulting Services (BAC-C).

Prospective bidders should take note of the following activities and dates:

<u>Activities</u>	<u>Date and Time</u>	<u>Venue</u>
<u>1. Pre-Bid Conference</u>	<u>August 16, 2022, Tuesday, 1:00 PM</u>	<u>BCDA Corporate Office, Taguig City</u>
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Proposals will be opened in the presence of the bidders' representatives who choose to attend the activity.

Late proposals shall not be accepted.


*** Maps of the properties will be available upon request.**

**** The schedule of Procurement Activities is attached.**

12. The BCDA reserves the right to accept or reject any and all bids, annul the procurement process or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder.
13. For further information, please refer to:

Shella Marie D. Decena
Head Secretariat, BAC for Consulting Services
Tel: (02) 8575-1739
Email: bacc_sec@bcda.gov.ph

Issuance Date of Revised RFP: August 12, 2022



ARREY A. PEREZ
Chairperson

Bids and Awards Committee for Consulting Services (BAC-C)

BACC2022-0090

TERMS OF REFERENCE (TOR)

(Revised as of 12 August 2022)

TERMS OF REFERENCE
(Revised as of 12 August 2022)

Procurement of Consulting Services for the Appraisal of BCDA Properties 2022

BUDGET: *Two Million Three Hundred Fifty-Five Thousand Two Hundred Forty-Eight and 00/100 Pesos (Php 2,355,248.00), inclusive of VAT and all applicable taxes and fees.*

The Bases Conversion and Development Authority (BCDA) is mandated under Republic Act No. 7227, as amended by Republic Act No. 7917, to accelerate the sound and balanced conversion into alternative productive uses of the Clark and Subic military reservations and their extension, to raise funds by the sale of portions of Metro Manila Military Camps; and to apply said funds for the development and conversion into alternative productive uses of these properties.

A. OBJECTIVE

There is a need for BCDA to engage the services of **three (3) independent property appraisers simultaneously** under the pertinent provisions of Section 53.6 of the revised Implementing Rules and Regulations of RA 9184, otherwise known as the “Government Procurement Reform Act” and its implementing rules and regulations pertaining to the consulting services for “*scientific, academic, scholarly work or research...*” to determine the current valuation of various properties which will be used as one of the basis in determining the baseline value in the disposition and/or development of the properties.

B. GENERAL REQUIREMENTS

The Consultant must:

- be registered with PhilGEPS;
- have at least ten (10) years of experience in real estate appraisal works;
- assign a Team Leader to the project who has:
 - at least ten (10) years as Licensed Real Estate Appraiser;
 - at least ten (10) years of experience in appraisal works;
 - at least five (5) years experience as a Team Leader in appraisal works
- assign at least four (4) other Real Estate Appraisers who has:
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- submit a notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.

C. The Criteria and Rating for the selection of the winning Consultant are as follows:

	Evaluation Criteria	Score	Passing Score
A.	Applicable Experience of the Consultant	40%	28%
B.	Quality of personnel who shall be assigned to the project (Team Leader)	50%	35%
C.	Plan of Approach and Project Methodology	10%	7%
	TOTAL SCORE	100%	70%

Winning bidders should at least meet the minimum passing score for each criterion with an overall passing score of seventy percent (70%).

The Consultant shall submit its bid using the general format as provided under the Revised IRR of RA 9184. The following format for **Annexes D, E, F, G, K, L and M** shall be used by the Consultant and are attached as forming part of this Terms of Reference.

Annex D	Omnibus Sworn Statement (<i>Duly Notarized</i>)
Annex E	Curriculum Vitae (<i>Consultant</i>)
Annex F	Curriculum Vitae (<i>Team Leader and 4 Licensed Real Estate Appraisers</i>)
Annex G	Methodology and Work Plan
Annex K	<i>Duly notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.</i>
Annex L	<i>Financial Proposal</i>
Annex M	<i>Bid Securing Declaration Form</i>

D. SCOPE OF WORK

Properties for appraisal

	Metro Manila Properties	Area	Appraisal Requirement
1	MIAA Land and Building Machineries and Equipment (BME), Pasay City	60 hectares	MR of land and BME

2	Lot 3-B, Lawton Ave, Fort Bonifacio (Cyber Sigma)	5,000 sqm	MV and MR of land and BME; Accommodation value of GFA and Value of Lessors' interest
3	Summit Lots	4,747 sqm	MV and MR (land only) ; MV and MR as-is-where-is and as-if-developed
4	Pamayanang Diego Silang Commercial Complex	5,361 sqm	MR (land only)
5	Pamayanang Diego Silang STP (MWCI)	3,097 sqm	MV and MR
6	Metro Manila Subway Project (MMSP) affected lots	below ground = 3.6 hectares; above ground = 9.3 hectares	MV and MR of lots and temporary/permanent facilities
7	Unutilized GFA in University Park Area of BGC	341,511 Total Unutilized GFA	MV
8	Heritage Park Investment Certificates	4,923 memorial plots	MV of Investment Certificates
9	Underground Utility Corridors @ BGC (Project Labyrinth and BGC pipeline)	ROW of BCDA-controlled areas in BGC	MR of Right-of-Way
10	Lawton Avenue Utility Corridor (Fort Bonifacio, Taguig City)	Phase 1 = 1.34 kilometers; Phase 2 = 1.763 kilometers	MR (lease of conduits)
11	Billboards along C5 in Taguig	3 billboards	MR of billboard space (per square foot)
12	PNOC/DOE, Fort Bonifacio	6 hectares	MV/MR of land and replacement cost of structures
	New Clark City Properties	Area	Appraisal Requirement
1	SCTEX Fiber Optic Cable	93.77 kilometers	MR (Indefeasible Right of Usufruct for RROW of cable lot)

2	Industrial Estate #1 (Northern)	100 hectares	MR of land as a) as-is-where-is; b) as-if-vacant; c) as-if-developed
3	Industrial Estate # 3 (Southern)	100 hectares	MR of land as a) as-is-where-is; b) as-if-vacant; c) as-if-developed
4	SOLAR Farm and ROW for transmission line along the property to the nearest power substation	36 hectares	MV, MR as industrial area; and MV/MR of RROW (indefeasible Right of Usufruct) for the transmission line
5	Sindicatum ROW Alignment/Connection to Capas Sub-station		MR of ROW
	Camp John Hay Properties	Area	Appraisal Requirement
1	Cantinetta	730 sqm	MV and MR of land and structures
2	Starbucks	206 sqm.	MV and MR of land and structures
3	CJH DevCo leased area	240.37 hectares	MR of land and structures (as-is-where-is)
4	VOA Loghomes	546 sqm/home	MR of 3 Loghomes (as-is-where-is)
	Morong, Bataan Property	Area	Appraisal Requirement
1	Morong Discovery Park	261 hectares	MR of land (as-is-where-is)
	Poro Point, San Fernando, La Union Property	Area	Appraisal Requirement
1	Voice of America	15 hectares	MR of land as-is-where is and as-if-developed
2	Mixed-Use formerly Industrial Area	38 hectares	MR of land as-is-where is and as-if-developed
3	Tourism complex	65.5 hectares	MR of land as-is-where is and as-if-developed
4	Smart Communications Leased Area	242 square meters	MR of land
5	Portions of Airport Area (excluding airport)	3.34 hectares	MR of land as-is-where is and as-if-developed

	available for lease		
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E. DELIVERABLES

The Consultant shall submit the appraisal report for each property based on the following schedule:

	Metro Manila Properties	Submission Date (from issuance of Notice to Proceed)
1	MIAA land and Building Machineries & Equipment (BME), Pasay City	30 days
2	Lot 3-B, Lawton Ave, Fort Bonifacio (Cyber Sigma)	90 days
3	Summit Lots	120 days
4	Pamayanang Diego Silang Commercial complex	120 days
5	Pamayanang Diego Silang STP (MWCI)	90 days
6	Metro Manila Subway Project (MMSP) affected lots	45 days
7	Unutilized GFA in University Park area of BGC	60 days
8	Heritage Park Investment Certificates	45 days
9	Underground utility corridors @ BGC (Project Labyrinth) and BGC pipeline	60 days
10	Lawton Avenue Utility Corridor (Fort Bonifacio, Taguig City)	30 days
11	Billboards along C5 in Taguig	30 days
12	PNOC/DOE	60 days
	New Clark City Properties	Submission Date (from issuance of Notice to Proceed)
13	SCTEX Fiber Optic Cable	120 days
14	Industrial Estate #1 (Northern)	45 days
15	Industrial Estate # 3 (Southern)	90 days
16	SOLAR Farm and ROW for transmission line along the property to the nearest power substation	10 days

17	Sindicatum ROW Alignment/Connection to Capas Sub-station	90 days
	Camp John Hay Properties	Submission Date (from issuance of Notice to Proceed)
18	Cantinetta	45 days
19	Starbucks	45 days
20	CJH DevCo leased area	120 days
21	VOA Loghomes	45 days
	Morong, Bataan Property	Submission Date (from issuance of Notice to Proceed)
22	Morong Discovery Park	45 days
	Poro Point, San Fernando, La Union Properties	Submission Date (from issuance of Notice to Proceed)
23	Voice of America	120 days
24	Mixed-Use formerly Industrial area	120 days
25	Tourism complex	120 days
26	Smart Communications leased area	120 days
27	Portions of airport area (excluding airport) available for lease	120 days

The FINAL APPRAISAL REPORT shall be submitted by the Consultant within 5 working days upon receipt from BCDA of the notice to finalize the draft appraisal report. Please note that the 10, 30, 45, 60, 90 and 120 calendar days period of completion pertains to the period from issuance of the Notice to Proceed to the receipt by BCDA of the draft appraisal report.

F. TERMS OF PAYMENT

In consideration of the services rendered, the Consultant shall be paid a total amount of **Two Million Three Hundred Fifty-Five Thousand Two Hundred Forty-Eight and 00/100 Pesos (Php 2,355,248.00)**, inclusive of VAT and all applicable taxes and fees. The consideration shall be paid in the following schedule:

Schedule of payment	Percentage Payment
Upon submission of draft appraisal reports for property	15% of total contract price

nos. 1, 10, 11 and 16	
Upon submission of draft appraisal reports for property nos. 6, 8, 14, 18, 19, 21 and 22	15% of total contract price
Upon submission of draft appraisal reports for property nos. 7, 9 and 12	15% of total contract price
Upon submission of draft appraisal reports for property nos. 2, 5, 15 and 17	15% of total contract price
Upon submission of draft appraisal reports for property nos. 3, 4, 13, 20, 23, 24, 25, 26 and 27	15% of total contract price
Upon submission of final appraisal reports for all properties	25% of total contract price
Total	100%

G. CONTRACT TERMS AND EFFECTIVITY

The Consultant shall enter into a Contract with BCDA and submit a Performance Bond or any instrument as may be prescribed pursuant to the revised Implementing Rules and Regulations (IRR) of R.A. 9184. The terms of the contract (Contract, Special Conditions of Contract and General Conditions of Contract) shall likewise be in the general form as that prescribed under the Revised IRR of R.A. 9184 and attached herewith as **Annexes H, I and J.**

The contract shall be effective for a period of One Hundred Twenty (120) calendar days from the date stated in the Notice to Proceed (NTP) and/or until the complete delivery and acceptance by BCDA of all the requirements as agreed with the Consultant based on the TOR.

The project shall end upon receipt by the Consultant of a Certificate of Completion and Acceptance from BCDA, which shall be upon BCDA's approval of the Consultant's Final appraisal report for all properties subject of this appraisal project.

H. SEALING AND MARKING OF PROPOSAL

Prospective bidders shall enclose their original technical and financial proposal, in a sealed envelope marked "ORIGINAL – ELIGIBILITY, TECHNICAL AND FINANCIAL PROPOSAL". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. 1- ELIGIBILITY, TECHNICAL AND FINANCIAL PROPOSAL". These envelopes containing the original and the copies shall then be enclosed in one single envelope.

The original and Copy No. 1 of the proposal shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.

All envelopes shall:

- (a) contain the name of the contract to be bid in capital letters;
- (b) bear the name and address of the prospective bidder in capital letters;
- (c) be addressed to the Procuring Entity's BAC-C;
- (d) bear the specific identification of this Project indicated in the RFP; and
- (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bidding documents, in accordance with the RFP.

Bidding documents that are not properly sealed and marked, as required in this TOR, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

SCHEDULE OF PROCUREMENT ACTIVITIES

PROCUREMENT OF CONSULTING SERVICES FOR THE APPRAISAL OF BCDA PROPERTIES 2022

SCHEDULE OF PROCUREMENT ACTIVITIES*

ACTIVITIES		TIME	DATE
1	Sending out of Request for Proposal		Thursday, August 11, 2022
2	Period of Submission of Proposals		Thursday, August 11, 2022 Monday, August 22, 2022
3	Schedule of Pre-Bid Conference	1:00 PM	16 August 2022
4	Deadline for Submission of Proposals	12:00 PM	Monday, August 22, 2022
5	Opening of Proposals	1:00 PM	Monday, August 22, 2022
6	BAC-C TWG evaluation of proposals and online validation/verification of documents		Thursday, August 25, 2022
7	Presentation of TWG to BAC-C of evaluation report	10:00 AM	Friday, August 26, 2022
8	BAC-C meeting to negotiate bid price with the Consultants with Highest Rated and Responsive Bid (HRRB) and recommend award of winning bidders/BAC-C resolution signing	3:00 PM	Wednesday, August 31, 2022
9	Notice of Award		Thursday, September 1, 2022
10	Contract Signing (Contracts signed by both parties) and issuance of Notice to Proceed (NTP)		Wednesday, September 7, 2022

*subject to change

ANNEX "D"

OMNIBUS SWORN STATEMENT (Revised as of August 12, 2022)

Omnibus Sworn Statement (Revised)

**PROCUREMENT OF CONSULTING SERVICES FOR THE APPRAISAL OF
BCDA PROPERTIES 2022**

REPUBLIC OF THE PHILIPPINES)

CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Procurement of Consulting Services for the Appraisal of BCDA Properties 2022** of the **BCDA**, as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Procurement of Consulting Services for the Appraisal of BCDA Properties 2022** of the **BCDA**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. 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 and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards;
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the **Procurement of Consulting Services for the Appraisal of BCDA Properties 2022.**
9. [Name of Bidder] 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 government in relation to any procurement project or activity;
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity**

Annex D

under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Doc. No. ____

Page No. ____

Book No. ____

Series of 2022

FORMAT OF CURRICULUM VITAE (CV) OF THE CONSULTANT

Name of *Consultant* : _____

Address : _____

Years of Experience : _____
in Real Estate Appraisal

List of Similar Projects Undertaken within the period from 01 March 2016 to *present* (minimum of 20 projects worth Php 50,000 and above):

Item No.	Name of Client	Project Name / Description	Project Location	Contract Amount	Date Started	Date Completed	List of Supporting Documents Attached

Note:

Each project listed above should be duly accompanied by the following supporting documents:

1. Contract or Proposal or any valid agreement between the parties;
2. Certificate of Completion issued by the Client or a copy of the Official Receipt representing the Final Payment; and
3. ***For this purpose, "Similar Projects" shall be contracts for real estate appraisal services.***

Listed projects without or incomplete supporting documents will not be included in the evaluation.

CERTIFICATION

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe (***the Consultancy Firm***).

(Signature over Printed Name)
Authorized Representative of the ***Consultant***

(Date)

**FORMAT OF CURRICULUM VITAE (CV) OF THE ASSIGNED TEAM LEADER AND FOUR (4)
LICENSED REAL ESTATE APPRAISER**

Proposed Position: _____

Name of Firm: _____

Name of Personnel: _____

Profession: _____

Date of Birth: _____

Years with Firm/Entity: _____ Nationality: _____

Real Estate Appraiser License No. / Date of Expiration : _____

Other PRC License (if any) /No./Date of Expiration _____

Years of Experience in Appraisal Works: _____

Education:

School	Date Attended	Degree Obtained

Training: (Relevant to Appraisal Works)

Training	Institution	Date Attended

Employment Record: (As Team Leader/Senior Appraiser)

Position Held	Company	From	To

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the consulting services for the project in accordance with the time schedule as indicated in the contract once the firm is awarded the consulting services for the project.

[Signature]

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Doc. No. ____
Page No. ____
Book No. ____
Series of ____.

**DESCRIPTION OF THE METHODOLOGY AND WORK PLAN FOR PERFORMING THE
CONSULTING SERVICES FOR THE PROJECT**

A. Description of the Methodology and Work Plan

B. Identification of Project Problems, Risks, and Suggested Solutions

(Signature over Printed Name)
Authorized Representative of the Consultant

Date: _____

ANNEX "K"

Duly notarized Undertaking specifying the names of the licensed appraisers, license number, and the validity of the license. Copies of the Professional Regulation Commission (PRC) Licenses of the nominated Real Estate Appraisers must be attached to the notarized Undertaking.

ANNEX K

UNDERTAKING

I, (Name of Authorized Representative of the Appraisal/Consulting Firm), of legal age, Filipino, and a resident of _____, after being duly sworn to, under oath and in accordance with law, do hereby depose and state that:

1. (Name of Firm) shall assign the following personnel, once awarded with the Project: Selection of a Consultant for the Appraisal of BCDA Properties 2022, who are duly accredited with the Professional Regulatory Commission (PRC) as Licensed Real Estate Appraisers:

Name of Appraiser	PRC License Number	Validity of License
1.		
2.		
3.		
4.		

2. The abovementioned Licensed Real Estate Appraisers have at least three (3) years of experience as licensed property appraisers as evidenced by their signed Curriculum Vitae attached hereto as Attachment A;
3. That copies of their above identified PRC licenses are included herein as Attachment B;

In witness whereof, I hereby sign this Undertaking on this ____ day of _____ 2022.

(Signature of Authorized Representative)

(Name of Firm)

SUBSCRIBED AND SWORN TO before me this _____ in _____, Philippines, affiant exhibited his Government ID no. _____ issued on _____ at _____.

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ANNEX "L"

FINANCIAL PROPOSAL

ANNEX L

PROCUREMENT OF CONSULTING SERVICES FOR THE APPRAISAL OF BCDA PROPERTIES 2022

FINANCIAL PROPOSAL SUBMISSION FORM

(Date)

The Chairperson
Bids and Awards Committee for Consulting Services
Bases Conversion and Development Authority
2nd Floor, Bonifacio Technology Center
31st St. corner 2nd Avenue
Bonifacio Global City, Taguig City

Dear BAC-C Chairperson:

I, the undersigned, as the duly authorized representative of (Name of Appraisal Firm), offer to provide Consulting Services for the Appraisal of BCDA Properties for 2022.

Our Financial Offer is for the sum of (Bid in words) (Php _____), inclusive of VAT and all applicable taxes and fees, for the duration of the (Number of contract days in words) days (Number of contract days in figures) from the Consultant's actual receipt of the Notice to Proceed (NTP).

We confirm that we have read, understood and accepted the contents of the Request for Proposal, Terms of Reference and other bid documents provided by the BCDA.

We understand that BCDA shall not be bound to accept any Bid it receives.

Sincerely yours,

Name and Signature of Authorized Representative
Name of Consulting Firm
Address of Consulting Firm

ANNEX "M"

BID SECURING DECLARATION FORM

Bid Securing Declaration Form

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID SECURING DECLARATION **Procurement of Consulting Services for the Appraisal of BCDA Properties 2022**

To: Bases Conversion and Development Authority (BCDA) Corporate Office
2/F, Bonifacio Technology Center, 31st Street, corner 2nd Avenue,
Bonifacio Global City, Taguig City

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. This Bid Securing Declaration shall be valid for one hundred twenty (120) calendar days from the date of the opening of bids.
4. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Highest Rated and Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of [month] [year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Doc. No. ____
Page No. ____
Book No. ____
Series of 2022