

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

Request For Proposal (RFP)

**Rebidding of the 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 two (2) 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, fees and incidental expenses.
4. The Consultant must:
 - a. 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 two (2) 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	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 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).

- Maps of the properties will be available upon request.

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, 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. **Pre-Bid Conference.** The BCDA will hold a Pre-Bid Conference on **07 September 2022, Wednesday at 9:00 a.m.** at the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig City and/or through video conferencing via:

Zoom link

<https://tinyurl.com/BACC004PreBidConf>

12. **Deadline for Submission of Proposal.** The Bid Proposal must be duly received by the BAC-C Secretariat through manual/physical submission at the Bases Conversion and Development Authority (BCDA) located at the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, **on or before 12:00 p.m. of 12 September 2022, Monday.** Late submission of Bid Proposal shall not be accepted. The bidders may submit their Bid Proposal before the deadline for submission of bids to avoid late submission. The editable bid forms may be downloaded using the link below:

<https://tinyurl.com/BACC004EditableForms>

Please be reminded that the reference time that will be followed shall be the computer system clock at the **BCDA Central Receiving and Releasing Area (CRRA)**, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig City. All bidders are advised to synchronize their timepieces therewith.

13. **Opening of Bid Proposals.** Opening of Bid Proposals shall be on **12 September 2022, Monday, at 1:00 p.m.** at the BCDA Office, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, and/or through:

Zoom link

<https://tinyurl.com/BACC004OpenBidProposal>

The proceeding may also be viewed on the official Facebook page of BCDA:

<https://www.facebook.com/TheBCDAGroup>

For Online Participants:

1. Online participants will be requested to register to be admitted on the call.
2. The online platform will be opened 15 minutes prior to official start at 1:00 P.M. and participants are required to log in no later than five minutes prior to the said official start time.
3. The BAC Secretariat is the host of the meeting. We may mute/unmute audio inputs of any or all participants. Kindly mute your microphone whenever you're not speaking.
4. All participants shall use the following name format for easy identification:
<Company Acronym> _ <Full Name of participant>
5. The camera should be turned off by default to preserve your Internet connection bandwidth and assure better audio. However, during the roll call, kindly turn on your camera, state the complete name of your company and your full name, so that you can be properly identified and acknowledged. The camera should again be turned off after the roll call.
6. Please reserve your questions until the end of the presentation or type in your questions at the chat box provided. The Secretariat shall then read each of the questions during the Q&A portion, and these will be answered by the BAC one by one.
7. Should you have any further clarifications/follow-up questions, kindly raise your hand and wait to be acknowledged before speaking. Only one (1) participant will be allowed to speak at a time.

For In-Person Participants:

All bidders must adhere to the following health and safety protocols:

1. A maximum of two (2) participants per bidder is allowed to join the conference.
2. Participants must wear a face mask, and observe social distancing all throughout the conduct of the activity.
3. Bidders who show signs of COVID-19 related symptoms such as cough, flu, fever, high body temperature, and sneezing are advised not to proceed to the BCDA Office since they will not be allowed to enter the BCDA premises.

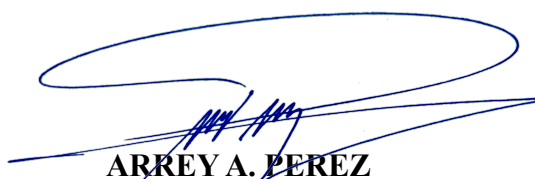
The Bid Proposal will be opened in the presence of the bidder's or its authorized representative who chooses to attend the activity. Attendance of the bidders during the opening of the Bid Proposal is not mandatory, but merely discretionary or optional.

The schedule of Procurement Activities is attached.

14. 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.
15. For further information, please refer to:

Maricar Gay Savella-Villamil
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ARREY A. PEREZ

Chairperson

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

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