



REQUEST FOR QUOTATION (RFQ)

Third Party Appraisal Services, Per Approved Terms of Reference/Scope of Services

Procuring Entity : DBP Head Office
Solicitation Number : P-AA-24-00318
Date of Posting/Canvass : 08/05/2024
Deadline of Submission : 08/09/2024 (9:00 AM)
Approved Budget for the Contract (ABC) : ₱58,000.00

Please be guided by the following:

1. All entries in the proposal/quotation must be typewritten.
2. Price quotation must be based on the Terms of Reference (TOR) / Scope of Work/Services (SOW) / Technical Specifications (TS), as applicable and must be duly signed by the vendor's representative.
3. Price quotation (Unit Cost) must be inclusive of VAT and other applicable taxes/charges.
4. The open price quotation must include the documentary requirements (see below) and must be submitted through the email address below or to the Procurement Unit-PIMD, DBP Head Office, Sen. Gil Puyat Ave., cor. Makati Ave., Makati City.
5. No down-payment or advanced payment.
6. Price quotation with incomplete documentary requirement shall not be considered for evaluation.
7. Signed copy of this RFQ by the supplier's authorized representative should be attached with the submitted proposal.

Documentary Requirements:

- Proposal/Quotation;
- Proof of PhilGEPS Registration;
- Mayor's/Business permit for the current year;
- Signed Request for Quotation (RFQ).
- Omnibus Sworn Statement;
- Secretary's Certificate (for Suppliers under Partnership/Corporation)

For submission of proposal and any inquiry, you may contact the following personnel:

LILIBETH F. CASTEN / pimd-pu-gsteam@dbp.ph / 8818-9511 local 2604

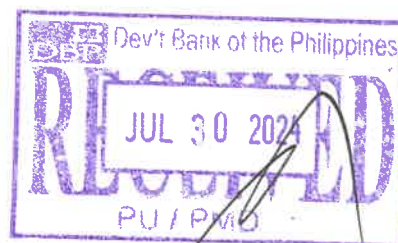
Putting your name and signature below signifies that you have read and understood the Development Bank of the Philippines' Data Privacy Notice (via <https://www.dbp.ph/dbp-data-privacy-notice/>) and expressly consent to the processing of your personal and/or sensitive personal information in the manner and for the purpose provided in said Notice. You understand and accept that this will include access to personal data and records submitted, which may be regarded as personal and/or sensitive personal data as provided under the Data Privacy Act of 2012.

Name of Company/Supplier: _____
Authorized Signatory: _____ Date: _____
Signature over Printed Name



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



TERMS OF REFERENCE

THIRD-PARTY APPRAISAL SERVICES

ENGAGEMENT OF PRIVATE APPRAISAL FIRM FOR ACQUIRED ASSETS, DEVELOPMENT BANK OF THE PHILIPPINES

I. RATIONALE

The Acquired Assets Department of the Development Bank of the Philippines (DBP) is in need of the services of a private appraisal firm to appraise Bank acquired assets, particularly described as follows:

1. Land

Fourteen (14) parcels of land with total lot area of 102,010 sq.m. located at Brgy. Pulung Bulu, Angeles and San Fernando, Pampanga.

TCT No.	Lot No.	Survey No.	Lot Area (sq.m.)	Registered Owner
Location 1: Brgy. Pulung Bulu Angeles City, Pampanga				
Seven (7) contiguous parcels of individually titled lots:				
045-2016001086	1-B-1-A	Psd-03-040711	460	DEVELOPMENT BANK OF THE PHILIPPINES (DBP); PHILIPPINES ASSET GROWTH ONE INC. (PAGO); CHINA BANKING CORP. (CBC); BDO UNIBANK (BDO); BANK OF THE PHILIPPINE ISLAND (BPI); EASTWEST BANKING CORP. (EWB)
045-2016001085	1-B-1-B		300	
045-2016001084	1-B-1-C		380	
045-2016001090	1-B-1-D		375	
045-2016001087	1	Pcs-03-000418	1,746	
045-2016001088	2-B-1	Psd-03-007214	549	
045-2016001089	1-B-3-A-1	(LRC) Psd-311899	275	
Total			4,085	sq.m. more or less
Location 2: Brgy. Pulung Bulu, City of San Fernando, Pampanga				
Four (4) contiguous parcels of individually titled lots:				
042-2016015792	4441-A	Psd-03-036936	17,049	DEVELOPMENT BANK OF THE PHIL. (DBP); PHILIPPINES ASSET GROWTH ONE INC. (PAGO); CHINA BANKING CORP. (CBC); BDO UNIBANK (BDO); BANK OF THE PHILIPPINE ISLAND (BPI);
042-2016015791	4441-F		28,179	
042-2016015790	4441-E		28,179	

Conforme: _____
Signature over Printed Name

042-2016015789	4441-G-2		11,130	EASTWEST BANKING CORP. (EWB)
Total			84,537	sq.m. more or less
Location 3: Brgy. Pulung Bulu, City of San Fernando, Pampanga				
Three (3) contiguous parcels of individually titled lots:				
042-2013014991	5	Pcs-03-019133	1,767	SPS. ANGELO R. BALTAZAR and MAGDALENA SALUNGA; and SPS. EREDITO P. FELICIANO and ROSA ANA ONG FELICIANO
042-2013014990	4		8,398	
246010-R	4419-G	(LRC) Psd-338367	3,223	
Total			13,388	sq.m. more or less

2. Buildings and other Improvements

No.	Type of Buildings/ Improvements	Floor Area/ Surface Area (sq.m)/ Dimensions	Location
1	Three (3) Storey Main Building	2,671 (total)	Erected on Location 1
2	One (1) Storey Warehouse Building	1,363	
3	One (1) Storey Office Building	174	

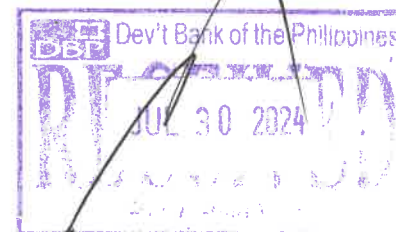
II. OBJECTIVE

To engage the services of a private appraisal firm that shall conduct the appraisal of the above Bank acquired assets for disposal.

III. REQUIREMENTS

The appraisal firm must submit the following:

1. Proof of PhilGEPS Registration;
2. 2024 Mayor's/Business Permit; and
3. Signed Request for Quotation (RFQ).
4. Omnibus Sworn Statement;
5. Secretary's Certificate (for supplier under partnership/corporation);



IV. QUALIFICATIONS

The appraisal company that previously conducted the appraisal of the subject property is disqualified to participate in the undertaking, if any.

Conforme: _____
Signature over Printed Name

TOR for the engagement of Private Appraisal Firm for fourteen (14) parcels of land with total lot area of 102,010 sq.m. located at Brgy. Pulung Bulu, Angeles and San Fernando, Pampanga.

V. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **FIFTY-EIGHT THOUSAND PESOS (P58,000.00)**, inclusive of all applicable government taxes and charges, subject to the penalties that may be incurred as stated in Item VII of this Scope of Services and shall not be adjusted during the contract implementation.

VI. SCOPE OF WORK

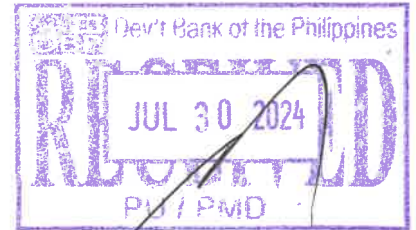
The private appraisal firm shall supply/undertake the following:

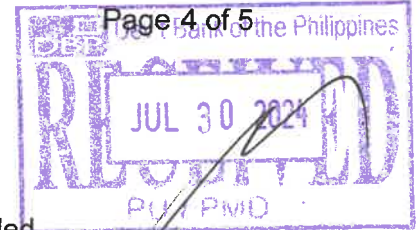
A. Land

1. Actual inspection and identification of the assets shall be conducted.
2. Appraisal Report shall include the following:
 - a. Description of the property based on title/TD (Title/TD number, Registry of Deeds/Assessor's office, location, approved survey plan, lot/block number, boundaries, classification, etc.)
 - b. Physical description of the property (Shape, terrain, frontage, elevation with respect to the abutting or nearest road elevation, etc.);
 - c. Community Facilities (Street Improvements, utilities, amenities in the area, nearest/significant landmarks, etc.)
 - d. Description/condition of access road. If interior, existence/ownership/legality of access road shall be established.
 - e. BIR zonal value, if available
 - f. Certificate of verification of title/s at the Registry of Deeds or TD at the Assessor's Office with disclosure of all encumbrances/annotations, if any. Certified true copy/ certified true electronic copy of the title/s or Certification from the Registry of Deeds in case of unavailability of title/s shall be submitted. If covered by TD, certificate of verification at the Assessor's Office with disclosure of all encumbrances/ annotations, if any. Certified true copy of the TD or Certification from the Assessor's Office in case of unavailability of TD shall be submitted.
 - g. Market data sources.
 - h. Approach adopted in the valuation.
 - i. Print-out lot plan of the property/ies with Vicinity Map reflecting the nearest road and or landmark generated from the plotted technical descriptions inscribed on the title. Any discrepancy in the technical descriptions (area, distance, bearing, boundary, non-closure, shape, etc.) shall be indicated in the report. For several contiguous properties, consolidated print-out lot plan with Vicinity Map shall be prepared.
 - j. Existence of creek/easement should be noted.
 - k. Environmental and social safeguards such as vulnerability assessment in terms of environmental/climate hazards should be provided.
 - l. GPS coordinates on Google Maps to indicate the location of the property.

Conforme: _____ \$

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VII. OTHER TERMS AND CONDITIONS

1. Photographs of all assets shall be provided and properly labelled.
2. All buildings and improvements found on the property, if any shall be properly identified to include the following: a) Exact parcel where structure is located if more than one lot is being appraised, b) Detailed description of the structure, c) Floor Area based on the actual measurement taken, d) Status/condition, e) Reproduction Cost, New (RCN), f) Economic Life (EL) and Estimated Remaining Economic Life (EREL), g) Encroachments on adjacent property, i) Encroachments on subject property, if any and j) present occupant.
3. Description of assets being appraised should follow the herein reflected descriptions (naming conventions, floor area, features, specifications, serial nos., etc.). Any discrepancies observed as per actual inspection should be duly noted in the report.
4. Appraisal Report shall be submitted within **fifteen (15) calendar days** from the date of acceptance of the Notice to Proceed (NTP), otherwise, corresponding penalty charges for every day of delay equivalent to one tenth of 1% of the price of undelivered quantity shall be deducted from the payment, in case the Supplier fails to deliver the report on time. Should there be correction/s found necessary on the report during PACID evaluation, correction thereof shall be done immediately, and the corrected report shall be submitted within **three (3) working days** from the date of advice to pick-up report for correction, otherwise, penalties shall likewise be imposed.
5. Appraisal Report shall be subject to final review and evaluation by PACID to determine its completeness and conformity to the required information per above Scope of Works (SOW).
6. Payment of the appraisal service fee shall be facilitated by the PIMD in coordination with the requesting department upon clearance from PACID that the SOW have been fully complied with.
7. Appraisal Report to be submitted shall be **CONFIDENTIAL**, for the exclusive use of DBP.
8. Certification that the properties appraised were properly identified and that the appraiser/company is liable for any problem that may arise as a result of misidentification shall be issued by the company.

VIII. DELIVERY OF REPORT

Submission of the Appraisal Report shall be submitted within **fifteen (15) calendar days** from the date of acceptance of the Notice to Proceed (NTP), Submission beyond this period is subject to the corresponding penalty charges. Should there be correction/s found necessary on the report during PACID evaluation, correction thereof shall be done immediately, and the corrected report shall be submitted within **three (3) working days** from the date of advice to pick-up report for correction, otherwise, penalties shall likewise be imposed. Penalty is equivalent to one tenth of 1% of the contract amount for each day of delay.

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IX. PAYMENT

Payment of the contract price shall be subject to submission of complete documents (e.g. Billing Statement/ Statement of Account as applicable).

Recommended by:

SIGNED

AVP ROWENA O. GONZALES

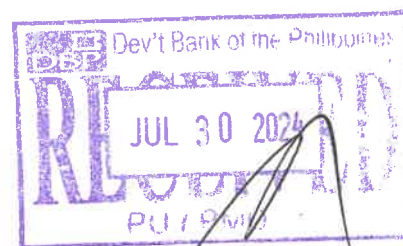
Acquired Assets Officer

Approved by:

SIGNED

VP RICARDO JOSEF S. BANDAL II

Head, Acquired Assets Department



Conforme: _____
Signature over Printed Name

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Development Bank of the Philippines

Date: _____

QUOTATION

QTY	U/M	DESCRIPTION	Budget (VAT Inclusive)		Quote	
			Amount	Total	Amount	Total
1	LOT	THIRD PARTY APPRAISAL SERVICES, PER APPROVED TERMS OF REFERENCE/SCOPE OF WORK	58,000.00	58,000.00		
Account Name :Calfurn Manufacturing Philippines, Inc.						

GRAND TOTAL: _____

SUPPLIER

Company Name:	
Address:	
Email:	
Contact Number:	
Contact Person:	
Signature:	