



PHILIPPINE NATIONAL OIL COMPANY
PNOC Building VI, Energy Center
Rizal Drive, BGC, Taguig City
Tel. No.: 8789 – 7662
www.philgeps.gov.ph / www.pnoc.com.ph

REQUEST FOR QUOTATION / PROPOSAL

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : **October 25, 2022**
Project Title : **Third Party Appraisal of PNOC/PAFC/PDMC Properties**
Reference No. : 2022-10-262
Total ABC : **PhP850,000.00**

Item Description	ABC
Group 1 (PNOC Properties)	PhP 450,000.00
Group 2 (PAFC Properties)	PhP 340,000.00
Group 3 (PDMC Properties)	PhP 60,000.00

Submission Deadline : **November 02, 2022 / 05:00 PM**

Accomplished **Price Quotation/Proposal and Compliance Form** may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to procurement@pnoc.com.ph and cfcmeo@pnoc.com.ph no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Latest Income/Business Tax Return
- Omnibus Sworn Statement – Annex “A” (Non-notarized copy may be submitted prior to submission deadline, but notarized one shall be submitted after award or before payment)
- Signed Terms of Reference/Technical Specifications Sheet
- Professional License/Curriculum Vitae – Annex “B”

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.


EVANGELINE B. ALBAYTAR
Chairperson
Bids and Awards Committee

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PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

TERMS OF REFERENCE (TOR)

Project : Third Party Appraisal of PNOC/PAFC/PDMC Properties

Background

The Philippine National Oil Company shall engage the services of independent appraiser/s for the purpose of determining the Market Value (MV) and Market Rent (MR) of the properties which shall be used as basis in negotiating with existing and prospective lessees for new and minimum lease rates, respectively. The results of appraisal shall likewise be used as basis for the disposal/utilization of other properties and for carrying account in the PNOC books required by Accounting Department under the revised Philippine Accounting System.

Scope of Work

The appraiser/s shall determine the MV and MR of the properties covered by Transfer Certificate of Titles (TCT)/Tax Declarations (TDs) using the market data approach.

Terms of Reference

The Properties

The properties are divided into 3 Groups/Lots. (see list of properties)

	No. of Sites	No. of TCTs	Area
Group 1 (PNOC properties)	17	69	375 has.
Group 2 (PAFC properties)	8	72	475 has.
Group 3 (PDMC properties)	1	20	5,664 sq.m.

For Group 1, interested bidders shall submit bids on a per site basis for our reference.

Awarding shall be based on a PER GROUP/LOT BASIS

Duration and Timelines

1. Submission of complete 1st draft report
 - Group 1 (PNOC properties) 30 calendar days from receipt of Notice to Proceed
 - Group 2 (PAFC properties) 15 calendar days from receipt of Notice to Proceed
 - Group 3 (PDMC properties) 15 calendar days from receipt of Notice to Proceed
2. In case of revisions, submit revised report within 5 calendar days from receipt of instruction.
3. In case there are no revisions, submit final report within 2 calendar days from instruction.

Scope of Work/Procedure

1. Determine the MV and MR of the properties (land only) to include the detailed procedures used to estimate the values.
2. The appraiser shall consider critical factors such as accessibility, locational attributes, zoning, physical attributes (i.e., topography, shape, size, visibility, among others), proximity to existing government utilities and support amenities and other factors critical to the property's value, marketability and potential for further development.
3. The assumptions and parameters used in the process should be fully documented, including the total area of each parcel of land, and if applicable, dimensions of the total area & usable areas (areas should be on a per square meter basis).
4. Identify the current use of the property. In case of presence of informal settler/s, provide approximate number of settlers and brief description with approximate area covered by the structure/s. In case of encroachment/expropriation by private or government entity, provide brief description and approximate area affected on the property.
5. For areas with informal settlers, two values must be submitted – (1) MV and MR of the land without informal settlers and (2) MV and MR of the land with informal settlers.
6. Determine comprehensive property data such as land description, land classification (per zoning ordinance), zonal value, location/neighborhood, encroachment/s, facilities and utilities, highest and best use of the property, and market value per tax declaration.
7. Obtain MV and MR of comparable lands through realtors including an actual data on the listings of current rent offers and recent arm's length actual sales and leases of comparable properties.
8. The valuation shall follow the procedures under and in accordance with the Philippine Valuation Standards otherwise known as the Generally Accepted Valuation Principles (GAVP).
9. Where available, the appraiser shall gather at least five (5) references for the appraisal, with pictures, lot plan, vicinity map and description of the reference properties/transactions used.

Additional Instructions

For Group 1 –

- Energy Center
 - a. Valuation shall include the improvements therein
 - b. The MV and MR on land must be derived using the market data or comparative approach (within the BGC area and other nearby comparable sites).
- Rizal, Kananga, Leyte lots
 - a. Provide 2 sets of valuation (MV and MR), as of CY2010 (12 years ago) and CY2022 (current).

For Group 2 –

- a. Bidder/s shall conduct site inspection for better appreciation of the area to be appraised. Site inspection certificate is required.
- b. Valuation shall include the improvements therein
- c. The appraiser shall group or classify the sites according to the status of their development and make a distinction in appraising portions or sites that are either developed, semi-developed and undeveloped; defining therefore the basis for the grouping/classification.
- d. The appraiser shall make further distinction in appraising portions or sites that are highly developed, semi-developed and raw land.
- e. Provide 3 sets of valuation (MV and MR), as of CY2007 (15 years ago), CY2012 (10 years ago) and CY2022 (current)
- f. Include in the listing of comparable lands data from nearby Industrial Parks in the province/region (such as but not limited to – Hermosa, Ecozone Industrial Park; Subic Bay Freeport Zone; Clark Freeport, Authority Freeport Area of Bataan).

Deliverables

1. **Two (2) Copies of the Appraisal Report** with all the required attachments and one **(1) digital copy** of the same shall be submitted.
2. Submit **pictures** with date showing condition of the property and its immediate surrounding.
3. Submit **lot plan, vicinity/tax map and listings map** indicating the relative location of the property and the locations of comparable sales/leases listings as well as the relative distance (in meter or kilometer) of the subject properties to the PNOC property subject of the appraisal.
4. Submit **grid chart** and other extensive data on **comparable property/listing** with name of source/ company and contact number).
5. The winning bidder/s shall submit the Appraisal Reports within the specified number of calendar days from the receipt of the Notice to Proceed (NTP) attaching therein the reference materials used in coming up with the report.
6. Meet with PNOC prior to and after the conduct of the activity for clarification of appraisal reports.
7. The winning bidders shall make himself/themselves available should any of the appraised property becomes subject of inquiry or for purposes of presentation.

Payment for services rendered

One time full payment shall be made upon issuance of Certification of Satisfactory Completion of Services rendered.

Definition of Similar Projects

The project that involves the conduct of valuation/appraisal of real estate properties.

Approved Budget for the Contract (ABC)

- Group 1 (PNOC properties) : **Php 450,000.00**
- Group 2 (PAFC properties) : **Php 340,000.00**
- Group 3 (PDMC properties) : **Php 60,000.00**

The Appraiser/Project Team

1. Minimum requirements

- Appraisal Company
 - Must be included in the LIST OF APPRAISAL COMPANIES ACCEPTABLE TO THE BANGKO SENTRAL NG PILIPINAS (As of 04 February 2020)

- Team Leader
 - Must be a licensed real estate appraiser
 - Must have at least 10 years experience in valuation/ appraisal of real estate properties
 - Must have attended at least 5 appraisal or real estate related seminars/trainings

- Team Member/s
 - Must have attended at least 1 seminar/training on appraisal
 - Must have at least 1 experience in valuation/appraisal of real estate properties

2. Documentary requirements

- a. Company profile/years of experience in the business
- b. Completed projects with details on the amount of contract, duration, proof of completion and certificates of satisfactory completion of services rendered; and on-going appraisal projects
- c. List of key personnel to be assigned to the project with complete qualification and experience data (education, licensure, seminars/training, similar and related experiences)

Location	TCT No.	Area (sq.m.)	Total Area (sq.m.)	Price Quotation
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LOT 1. Appraisal of PNOC Properties

1	NCR	METRO MANILA	ENERGY CENTER PROPERTIES	164-2010000385	19,785		
			(land and improvements)	164-2010000639	9,506		
			Improvements:				

			Building 6	Laboratory Building		30,447	
			Building 2	Computer Center/Wellness Center			
			Building 3	Motorpool/Storage bldg/ Residential/Warehouse Area			
			Building 4A				
			Building 4B	Genset house			
			Building 5	Parking (covered and open)			
			Building 5 roof deck (portion)	Remote System Utility (RSU room)			
			<u>Residual Lots</u>	Lot A	1,140		
				Lot B	16		
2	R1	PANGASINAN	POBLACION, LINGAYEN	195481	1,019	1,019	
3	R3	BATAAN	BGYS. LAMAO AND ALANGAN, LIMAY	T-167126	10,686	2,381,439	
				T-167101	160,001		
				T-167102	160,532		
				T-167103	93,320		
				T-167104	15,639		
				T-167105	137,267		
				T-167106	26,154		
				T-167107	108,890		
				T-167108	69,753		
				T-167109	46,882		
				T-167110	57,687		
				T-167111	27,234		
				T-167112	33,588		
				T-167113	15,499		
				T-167114	42,417		
				T-167115	117,984		
				T-167116	92,392		
				T-207184	12,794		
				T-167118	39,426		
				T-167119	60,389		
				T-167093	41,410		
				T-167094	16,269		
				T-167120	84,745		
				T-167095	221,163		
				T-167096	85,251		
				T-167121	28,503		
				T-167122	23,632		
				T-167124	29,672		
				T-167123	37,503		
				T-167097	63,731		
				T-167098	33,906		
				T-167125	17,795		

				T-167127	69,765		
				T-167100	67,351		
				T-207185	201,556		
				TD NO. 04463	30,653		
4	R3	BATAAN	AYAM, ALANGAN, LIMAY	T-167131	70,414	230,281	
				T-167128	20,000		
				T-167129	50,000		
				T-167099	89,867		
5	R3	BATAAN	KITANG 1 & 2. ALANGAN, LIMAY	T-75637	4,009	298,255	
				T-75636	4,080		
				T-78165	20,075		
				T-78166	77,727		
				T-77551	48,684		
				T-74619	110,381		
				T-75635	5,999		
				T-79844	27,300		
6	R3	PAMPANGA	DOLORES, SAN FERNANDO CITY	042-2012005197	2,446	2,446	
7	R3	NUEVA ECIJA	BGY BUTED, TALUGTOG	NT-112895	82,333	82,333	
8	R3	NUEVA ECIJA	BGY CONVERSION, PANTABANGAN	NT-252636	228,019	228,019	
9	R3	NUEVA ECIJA	BGY CADACLAN, PANTABANGAN	N-19164	174,134	174,134	
10	R4A	BATANGAS	NATIPUAN, NASUGBU	T-72827	22,500	22,500	
11	R4A	LAGUNA	BGY. SITIO LUNAO, KALAYAAN	T-13187	4,601	40,554	
				T-13188	35,953		
12	R4A	CAVITE	BINAKAYAN, KAWIT	T-440381	353	614	
				T-440382	261		
13	R4A	RIZAL	STA. ROSA, CAINTA	068-2013000054	965	1,831	
				068-2013000055	866		
14	R6	ILOILO	JARO, ILOILO CITY	095-2011002869	1,747	1,747	
15	R6	NEGROS OCC.	BGY4, BACOLOD CITY	092-2011007843	1,000	1,946	
				092-2011007844	946		
16	R7	CEBU	LAPU-LAPU CITY	110-2011003859	1,240	1,240	
17	R8	LEYTE	RIZAL, KANANGA	T-4097	63,333.00	253,452	
				OCT-18869	98,206.00		
				OCT P-22898	91,913.00		

Total:

Location	TCT No.	Lot/Block No.	Area (sq.m.)	Total Area (sq.m.)	Price Quotation
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LOT 2. Appraisal of PAFC Properties

Site 1	ORICA AREA	T-167629	2	1,756,107	1,756,107	
Site 2	FORMER ISF AREA	T-167629	2	978,412	978,412	
Site 3	LAMAO AREA	T-167629	1	687,344	687,344	
Site 4	FENCED AREA 1 – UPPER PARK	T-167629	1	391,298	411,434	
		T-180797 (portion)		20,136		
Site 5	FENCED AREA 2 – MIDDLE PARK	T-180797 (portion)		260,462	293,463	
		T-202522	907-B	17,550		
		T-182924	477	10,451		
		T-189407	733-A-1	1,000		
		T-189408	733-A-2	500		
		T-189409	733-A-3	500		
		T-184410	733-A-4	500		
		T-189411	733-A-5	500		
		T-189412	733-A-6	500		
		T-189413	733-A-7	500		
		T-189414	733-A-8	500		
		T-189415	733-A-9	500		
Site 6a	FENCED AREA 3 – LOWER PARK	T-208381	57-A	548,680	396,706	
Site 6b					151,974	
Site 7	PROPERTIES ALONG/WITHIN THE ROMAN HIGHWAY	T-180789	1	43,814	66,644	
		T-167649	830-A	11,927		
		T-180790	2	7,736		
		T-180793	5	2,217		
		T-180794	6	261		
		T-180795	7	689		
Site 8	RELOCATION SITE/ BAYVIEW VILLAGE	T-183848	686-C-20-V	639	17,530	
		T-184447	686-C-1	1,272		
		T-184448	686-C-2	906		
		T-188895	1 / Blk 8	236		
		T-188896	2 / Blk 8	236		
		T-188897	3 / Blk 8	200		
		T-188898	4 / Blk 8	200		
		T-188899	5 / Blk 8	200		
		T-188900	6 / Blk 6	200		
		T-201659	8	50		
		T-201662	11	53		
		T-201666	15	53		
		T-201668	17	53		
		T-201672	21	53		
		T-201676	25	53		
		T-201680	29	53		
		T-201681	30	50		
		T-201685	34	50		
		T-201691	40	50		
		T-201706	55	68		
		T-201708	57	1,295		
		T-201709	58	222		
		T-201710	59	8,543		

		T-201712	2	56		
		T-201713	3	56		
		T-201714	4	56		
		T-201715	5	55		
		T-201716	6	55		
		T-201717	7	54		
		T-201736	26	56		
		T-201738	28	52		
		T-201740	30	52		
		T-201741	31	52		
		T-201743	33	53		
		T-201745	35	53		
		T-201747	37	53		
		T-201748	38	53		
		T-201749	39	53		
		T-201751	41	53		
		T-201752	42	53		
		T-201753	43	53		
		T-201754	44	53		
		T-201756	46	53		
		T-201757	47	53		
		T-201758	48	53		
		T-201759	49	53		
		T-201760	50	53		
		T-201761	51	53		
		T-201762	52	53		
		T-201764	54	52		
		T-201765	55	56		
		T-201766	56	1,295		

Total:

Location	TCT No.	Block No.	Lot No.	Area (sq.m.)	Price Quotation
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LOT 3. Appraisal of PDMC Properties

1	Rosario, Cavite	T-1129725	3	3	239	
2		T-1129774	7	1	363	
3		T-1129775	7	2	393	
4		T-1129776	7	3	260	
5		T-1129782	7	9	260	
6		T-1129784	7	11	260	
7		T-1129812	8	26	240	
8		T-1129814	8	28	240	
9		T-1129828	9	11	300	
10		T-1130045	20	16	395	
11		T-1130097	22	12	250	
12		T-1130102	22	17	250	
13		T-1130121	22	36	240	
14		T-1130297	26	7	240	

15		T-1130304	26	14	240
16		T-1130307	26	17	240
17		T-1130317	26	27	240
18		T-1130329	26	30	258
19		T-1130476	31	25	120
20		T-1130477	31	26	156
21		T-1130336	38	60	240
22		T-1130337	38	61	240

Total:

TERMS AND CONDITIONS

1. Payment Terms: Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Organization : _____

Organization Address : _____

Tel No. / Mobile No. and Email Address : _____

OMNIBUS SWORN STATEMENT

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 [Name of the Project] of the [Name of the Procuring Entity], 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 [Name of the Project] of the [Name of the Procuring Entity], 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; and

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 *[Name of the Project]*.

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 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. _____ issued on ___ at _____.

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

Format of Curriculum Vitae (CV) for Proposed Professional Staff

Proposed Position					
Personal Information					
Name of Staff					
Address			Contact No.		Email Address
Date of Birth		Citizenship		Civil Status	
Work Experience (start from the current employment, add rows if necessary)					
AGENCY / COMPANY NAME (Write in full)	INCLUSIVE DATES (mm/dd/yy)		Total Number of Experience (Number of Years and Months)	POSITION TITLE (Write in full)	JOB DESCRIPTION
	From	To			
Relevant Training (start from the most recent, add rows if necessary)					
Course Title	Inclusive Dates		Location	No. of Hours	Conducted / Sponsored by
	From	To			
Education (start from the most recent, add rows if necessary)					
	Inclusive Dates				

School	From	To	Degree Course	Scholarships / Academic Honors Received
Technical Expertise				
Database				
Operating Systems				
Application Software				
Professional Licenses, Certificates, Other Credentials				
Title			Date Received	

Certification:

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

_____ Date: _____
[Signature of staff member and authorized representative of the firm] Day/Month/Year

Full name of staff member: _____
 Full name of authorized representative: _____

Criteria and Scoring System for the Evaluation of Technical and Financial Bids
(Quality Cost Based Evaluation)

Criteria	%	Remarks/Justification
I. Technical Proposal	60	
A. Plan of approach/work plan and timeframe	20	
A.1 The approach/methodology for the conduct of appraisal shall include among others, the physical, environmental, social and economic considerations within and in the vicinity of the property. Comprehensiveness, innovativeness and clarity of the plan	10	Bidder's approach/methodology shall ensure the completion of the project in accordance with the Terms of Reference (TOR) for the appraisal The plan shall cover all activities required prior to and after the conduct of activities.
A.2 Timeframe for activity completion	10	Timeframe for completion of activity shall be within acceptable/reasonable period as indicated in the TOR
B. Experience and capability of the appraisal company to complete the project	20	
B.1 Experience of the company and Team leader	10	Shall consider the overall experiences of the company; and individual experiences of the team leader and key personnel
B.2 Records of previous engagements and quality of performance in similar and related projects	10	Bidder's records of successful/quality completion of projects Bidder has established a good working relationship with previous and current clients
C. Quality of personnel to be assigned to the project	20	Assignment of qualified and competent personnel will ensure timely and quality output. General qualifications shall include education, licensure and seminars/trainings attended by the team leader and key personnel
II. Financial Proposal	40	

Criteria	Weight	Unit of measure	1	2	3	4	5
I. Technical Proposal	60%						
A. Plan of approach/work plan and timeframe	20%						
1. Comprehensiveness, innovativeness and clarity of the plan	10 %	TOR	x	x	x	within the requirements	with additional inputs/services
2. Timeframe for activity completion	10 %	TOR	x	x	x	within timeframe	ahead of timeframe
B. Experience and capability of the appraisal company to complete the project	20%						
1. Experience of the -		# of years					
Company	4%		1	2-5	6-9	10	above 10
Team leader	6%		1	2-5	6-9	10	above 10
2. Records of previous engagements and quality of performance in similar and related projects:	10 %	# of completed projects with satisfactory rating from clients	below 6	6-10	11-15	16-20	above 20
C. Quality of personnel to be assigned to the project	20%						
1. Team leader			none	1-2	3	4-5	above 5
Education/Licensure	2.5 %	Course/s taken/licensure exam/s passed	x	x	x	Graduate & Licensed Appraiser	Graduate & Licensed Appraiser with other licensures
Seminars/Trainings	2.5 %	# of seminars/trainings	x	x	5	6-10	above 10

Similar/related experiences	5%		# of projects completed	X	X	10	11-15	above 15
2. Team members								
Education/Licensure	2.5 %		Course/s taken/licensure exam/s passed	X	X	Graduate	Graduate & Licensed Appraiser	Graduate & Licensed Appraiser with other licenses
Seminars/Trainings	2.5 %		# of seminars/trainings	1	2	3	4-5	above 5
Similar/related experiences	5%		# of projects completed	2	3-4	5-6	7-10	above 10
1 Financial Proposal		40%	ranking where lowest bid shall be rated 5					
(amount of bid should be below the ABC)		100%						

Notes :

- 1 Rating from 1-5, 5 being the highest
- 2 Similar experience refers to experiences in the conduct of valuation/appraisal of real estate properties
- 3 Related experience refers to other real estate activities/occupation, such as but not limited to teaching, broker, autocad expert, encoder/assistant