



**REPUBLIC OF THE PHILIPPINES  
PROCUREMENT SERVICE  
Department of Budget and Management  
Internal Bids and Awards Committee 2**



**Date: 14 September 2021**

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**REQUEST FOR QUOTATION  
FOR THE PROCUREMENT OF INDEPENDENT PROPERTY APPRAISER (IPA) FOR  
THE PROPOSED ACQUISITION OF LOT FOR PROCUREMENT SERVICE –  
DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM) REGIONAL DEPOT - LA  
UNION  
Alternative Mode of Procurement-Small Value Procurement  
AMP-SVP No. IBAC2-2021-09-037**

The Procurement Service through its Internal Bids and Awards Committee 2 (iBAC2) invite reputable Independent Property Appraisers (IPA) to submit their quotation for the **PROCUREMENT OF INDEPENDENT PROPERTY APPRAISER (IPA) FOR THE PROPOSED ACQUISITION OF LOT FOR PROCUREMENT SERVICE – DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM) REGIONAL DEPOT - LA UNION** in San Fernando By Pass Road, Barangay Cabaroan, San Fernando City La Union with an Approved Budget for the Contract (ABC) of **Forty-Five Thousand Pesos and 00/100 (P45,000.00)** which the entity will procure through Small Value Procurement in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

<b>Lot No.</b>	<b>Quantity</b>	<b>Item/Description</b>	<b>Approved Budget for the Contract</b>
1	1 Lot	Procurement of Independent Property Appraiser (IPA) for the Proposed Acquisition of Lot for Procurement Service – Department of Budget and Management (PS-DBM) Regional Depot – La Union (4337 sqm. Lot area)	<b>P45,000.00</b>

In view of this may we request Property Appraiser to submit quotation with the following requirements, terms and conditions for compliance:

For submission:

1. Documentary Requirements:

- A. *Mayor's Permit for the year 2021 (for individuals engaged for small value procurement in accordance with Section 53.9 of the IRR of RA No. 9184, only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.);*
- B. *Valid PRC License of Appraiser;*
- C. *Certificate of membership from professional association of appraisers recognized by the BSP; and*
- D. *PhilGEPS Registration Number.*

2. Financial Requirements

Completely filled out Price Quotation Form - quotation must not exceed the ceiling price and must be inclusive of VAT. (ANNEX "A")

Submit your quotation (Annex A, Eligibility Documents, Terms of Reference with all required documentary attachments and Schedule of Requirements) duly signed by you or your duly authorized representative, not later than **21 September 2021 at 10:00 AM.**

Proposals shall be submitted at the address indicated below:

Internal Bids and Awards Committee 2 – Secretariat  
Procurement Service – DBM  
Cristobal Street, Paco, Manila

**Only one (1) set of documents certified to be true copies of the original shall be required.** In case, however, a supplier intends to submit quotations for several Request for Quotations (RFQ) which deadline of submission and opening of quotations are scheduled on the same date and time, it may submit one (1) set of documents to cover all the RFQs where it wishes to participate. The Price Quotation Forms, however, should be submitted in separate envelopes. The envelope shall contain the name of the contract to be bid in capital letters and bear the name and address of the supplier in capital letters.

Proposals and other documents required may be sent electronically to IBAC2 Secretariat at **bftarca@ps-philgeps.gov.ph**. Electronically submitted proposals and documents must be submitted on or before the deadline of submission as stated in this RFQ.

Late submission of quotations shall not be accepted and considered.

**SIGNATURE REDACTED**

**MR. JAYSON C. ERQUIZA**

Chairperson

Internal Bids and Awards Committee 2

**SCHEDULE OF REQUIREMENTS**

<b>Lot No.</b>	<b>Quantity</b>	<b>Item/Description</b>	<b>Agency's Delivery Schedule</b>
1	1 Lot	Independent Property Appraiser (IPA) for the Proposed Acquisition of Lot for Procurement Service – Department of Budget and Management (PS-DBM) Regional Depot – La Union	Twenty Calendar Days (20 CD) from the date indicated in the Notice to Proceed.

**Project Site:**

**Procurement Service Regional Depot-La Union**

Barangay Cabaraoan, San Fernando, La Union

**Contact Person:**

**Engr. Frederick G. Porras  
Depot Operations Division**

Contact No. : 8-290-6300 or 8-290-6400 or 0961-094164

Email Address: fporras@ps-philgeps.gov.ph

**Ms. May Joy P. Managdag  
PS Depot La Union**

Contact No. : 0910-8056163 or (072) 888-5887

Email Address: mmanagdag@ps-philgeps.gov.ph

**I hereby certify that the statement of compliance to the foregoing schedule of requirements are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.**

\_\_\_\_\_  
**Name of  
Company /  
Bidder**

\_\_\_\_\_  
**Signature Over  
Printed Name of  
Authorized  
Representative**

\_\_\_\_\_  
**Date**

### TECHNICAL SPECIFICATIONS

<b>LOT 1</b>	:	Independent Property Appraiser (IPA) for the Proposed Acquisition of Lot for Procurement Service – Department of Budget and Management (PS-DBM) Regional Depot – La Union
<b>QUANTITY</b>	:	<b>1 Lot</b>
<b>APPROVED BUDGET FOR THE CONTRACT</b>	:	<b>₱45,000.00</b>

Item No.	AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE
<b>1</b>	<ul style="list-style-type: none"> <li>• Appraisal and approach methods used in arriving cost estimate of the value of the property</li> <li>• Estimated market value of the land under consideration</li> <li>• Replacement cost of structures and improvements (if any), Market Value of crops and trees (if any)</li> <li>• Recommend the appropriate price offer for negotiated sale of the affected properties</li> <li>• Estimated cost of land surveying, titling and registration of the lot area to be procured</li> <li>• Other reports/ advisories as needed in the negotiation proceedings</li> <li>• General Services Conditions and Certificate of appraiser</li> <li>• Property Descriptions and Neighborhood Description</li> <li>• Photographs of the properties</li> <li>• Twenty (20) Calendar Days upon receipt of confirmation</li> <li>• Hard Copy (Signed by Licensed Real Property Appraiser accredited by BSP/Duly Licensed Associations recognized by BSP)</li> <li>• Full Payment of the service will be issue upon receipt of the reports.</li> </ul>	

**I hereby certify that the statement of compliance to the foregoing terms of reference are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.**

Note: Please state the word "Comply" at the Bidder's Statement of Compliance Column.

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**Name of  
Company /  
Bidder**

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**Signature Over  
Printed Name of  
Authorized  
Representative**

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**Date**

**Price Quotation Form**

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Date: \_\_\_\_\_

The Chairperson, Internal Bids and Awards Committee 2  
 Procurement Service  
 PS Complex, Cristobal Street  
 Paco, Manila

Sir:

Having examined the Request for Quotation under AMP-SVP No. IBAC2-2021-09-037, which includes the terms of reference and project duration, the receipt of which is hereby duly acknowledged, the undersigned, offer to the **Procurement of Independent Property Appraiser (IPA) for the Proposed Acquisition of Lot for Procurement Service – Department of Budget and Management (PS-DBM) Regional Depot – La Union** in conformity with the said Request for Quotation for the sums stated hereunder:

<b>Quantity</b>	<b>Item/Description</b>	<b>TOTAL PRICE</b>
1 Lot	Independent Property Appraiser (IPA) for the Proposed Acquisition of Lot for Procurement Service – Department of Budget and Management (PS-DBM) Regional Depot – La Union	₱

**TOTAL CONTRACT PRICE IN WORDS:**

Lot 1: \_\_\_\_\_.

**We undertake, if our Quotation is accepted, to deliver the works as identified in the Technical Specifications and in accordance with the Schedule of Requirements.**

Until a formal Contract is prepared and executed, this Quotation, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Quotation you may receive.

Dated this [date]

*(signature)*

[name of authorized rep]

[capacity]

Duly authorized to sign Proposal for and on behalf of:

[name of company]

[address]

[official contact number]