



## REQUEST FOR PROPOSAL (RFP)

The National Housing Authority (NHA), through its Regional Office Bids and Awards Committee (ROBAC) is inviting Real Estate External Appraisal Service Providers to undertake the valuation of total land area of 1,373 sq.m., more or less at Brgy. Citrus, City of San Jose del Monte, Bulacan which will be undertaken in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of RA 9184 for the contract:

<b>Name of Project</b>	<b>:</b> <b>Ref. No. R3-2020-CS-08:</b> Procurement of Two (2) Real Estate External Appraisal-Service Providers for Land Appraisal of Two (2) Commercial Lots located at Sapang Palay Resettlement Project, Brgy. Citrus, City of San Jose Del Monte, Bulacan for Market Value and Market Rent Determination
<b>Scope of Works</b>	<b>:</b> <ol style="list-style-type: none"><li>1. Submission of a written Appraisal Bid Proposal disclosing the proposed professional fee and work duration of the project for conformity by the Regional Manager;</li><li>2. Conduct of ocular inspection and investigation of the physical condition/ characteristics of the property (topography, contour, size, status of occupancy, physical issues, geohazards, existing improvements, accessibility to existing roads, and others);</li><li>3. Secure land data such as lot plan, subdivision plan, location/vicinity plan, and muniments of the property (e.g. TCT, approved technical description, and/or tax declaration);</li><li>4. Investigation of local market condition<ul style="list-style-type: none"><li>• Neighborhood characteristics (general information of the dominant or prevalent land uses, present use of the property subject of appraisal, development activities within the vicinity, social environment, known landmarks, site and community services such as existing facilities and utilities offered by the locality, accessibility to transport, and proximity to the nearest urbanized area or business center where health, socioeconomic services, and other public services are made accessible)</li><li>• Sales, and offered or asking prices of comparable properties, which should not be less than five (5) market data, within the vicinity in case of market value determination</li><li>• Inquiries from local sources conversant with land valuation within the vicinity</li><li>• Schedule of the latest declared Zonal Value(s) of the property or comparable properties within the vicinity</li><li>• Schedule of Market Value(s) of the property/ies or comparable properties within the same vicinity as gathered from the Assessors' Office</li></ul></li><li>5. Declaration of Highest and Best Use;</li></ol>

		<p>6. Preparation and submission of the Appraisal Report in narrative form with declaration of the identification and location of the properties, neighborhood data, land data, highest and best use, Valuation Approach, listing of Market Data, appraisal considerations, Conclusion of Value/s -- Market Value, neighborhood characteristic, Zonal Value, land use classification and market value per Tax Declaration, and Annexes thereto such as lot plan, vicinity/location plan, building plan, photocopy of the title/technical description and tax declaration, photo-documentation of the appraised property, and declaration of the limiting conditions);</p> <p>7. Preparation and submission of accompanying 'Summary of Important Facts and Conclusion of values (Location of the Property, Registered Owner, Lot identification/s, lot size/s, Improvement/s existing on the lot, Highest and Best Use, Conclusion of Market Value and Date of Valuation); and</p> <p>8. Preparation and submission of a covering letter containing therein a declaration that the valuation/appraisal is undertaken in accordance with the 2018 Philippine Valuation Standards (PVS) prescribed by the Department of Finance.</p>
<b>Approved Budget for the Contract (ABC)</b>	:	Php 80,000.00 (or Php 40,000.00 each)
<b>Source of Fund</b>	:	Region III COE / MOOE
<b>Duration</b>	:	Fifteen (15) Working Days

The Bidding Documents may be acquired by interested appraisers starting on **August 12, 2020** at the Region 3 Office, Annex Building, National Housing Authority, Elliptical Road, Diliman, Quezon City upon submission of Letter of Intent (LOI) addressed to Engr. Ramon S. Paragas, Chairperson, Region 3 Office Bids and Awards Committee (ROBAC). LOI may be submitted manually or through email.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity.

Interested Real Estate Appraisal Service Providers are required to submit two (2) sets of the following documents:

- a) Mayor's / Business Permit;
- b) Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) Registration
- c) Professional License and Curriculum Vitae;
- d) Company Profile;
- e) PhilGEPS Registration Number;
- f) Notarized Omnibus Sworn Statement; and
- g) Duly signed Proposals in a sealed envelope.

Proposals may be submitted manually at the Region 3 Office, Annex Building, National Housing Authority, Elliptical Road, Diliman, Quezon City or through email on or before

**August 20, 2020** not later than 10:00 a.m. at the email address and contact number indicated below.

Bids shall be evaluated using the Quality-Cost Based Evaluation/Selection (QCBE/S) procedure.

The NHA reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact Engr. Mark Joseph F. Balleras at Telefax No. (02) 8922-3325 or email address at [ro3bac@gmail.com](mailto:ro3bac@gmail.com).



**RAMON S. PARAGAS**  
Chairperson, ROBAC  
District Manager, Bulacan District Office