



Republic of the Philippines
SOCIAL SECURITY SYSTEM
East Avenue, Diliman, Quezon City

PROCUREMENT PLANNING & MANAGEMENT DEPARTMENT
Tel. No. 8920-6401 loc 5504-5507/6391

August 25, 2021

Sir/Madam:

Please furnish us with your quotation on or before **August 31, 2021 @ 4:00 PM** for the items listed in the attached Request for Quotation (RFQ).

Kindly accomplish the Request for Quotation and Bidder's Information and affix your confirmation on the Terms and Conditions by signing the certification.

Refer to the Instruction to Suppliers for the procedure on the submission of quotation.

Thank you.

Very Truly Yours,


VIOLETA V. JAVAR
Acting Head

PHILGEPS REF. NO.: 7955265
DATE POSTED : 08/26/21
POSTED BY : AMY

REQUEST FOR QUOTATION (RFQ) FORM

<i>Number</i> 2021-0117	<i>RFQ Date</i> August 20, 2021	<i>ABC</i> ₱ 800,000.00	<i>APP Number</i> 5, June 7th Update (SVP)
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Lot No.	Quantity	PARTICULARS	Total Cost
1	1 Lot	Hiring of One (1) External Appraisal Company for the Appraisal of PPEs Used in Operations <i>Please see Annex "A" for the Terms Of Reference (TOR) and the General Conditions & Annex "B" Bill Of Quantities</i>	

Date Receipt of Request for Quotation Form:

Price Validity	Three (3) Months
Delivery Terms	Seventy-Five (75) Calendar Days upon receipt of approved Job Order / Purchase Order by the winning supplier.
Payment Terms	<ul style="list-style-type: none"> • Government Terms • The SSS shall withhold the applicable taxes from the amount payable in accordance with the BIR regulations. • One-time payment shall be made upon acceptance of the final appraisal report for all specified properties, delivery of items/services & submission of billing documents.

BIDDER'S INFORMATION

Business Name	Address	
Name of Company Representative	Email Address	Telephone/Mobile Number
PhilGEPS Registration No.	SS Number	BIR TIN

NOTE: The Supplier must ensure to fill-out the owner/company representative signature over printed name and business details. Incompletely filled-out RFQ Form is a ground for disqualification of submitted quotation.

TERMS AND CONDITIONS

1. **For contract price amounting to P100,000.00 and above**, the winning supplier shall be required to post a Performance Security from receipt of Notice of Award equivalent to the Percentage (%) of Contract Price as follows:
 - 5% (Goods & Consulting Services) or 10% (Infrastructure) Cash, Cashier's/Manager's Check, Bank Draft/Guarantee, or
 - 30% Surety Bond callable upon demand.
2. In case two or more suppliers submitted the same price quotation and have been evaluated as the Lowest Calculated and Responsive Quotation, submission of best offer in a sealed envelope to be dropped at the drop box located at Procurement Planning & Management Dept., 2nd Flr., SSS Main Bldg., East Ave., Diliman, Quezon City or password-protected zipped file folder sent via e-mail at **bacsealedquotations@sss.gov.ph** shall be adopted as the tie-breaking method to finally determine the single winning supplier.
3. Alternative offer shall not be allowed. Any bid exceeding the ABC shall be ground for disqualification.
4. Quantity is subject to change but not to exceed the quantity in the approved PO/JO/LO.
5. Award shall be on a per "LOT BASIS" and date of conduct/start of the project is subject to change.

INSTRUCTIONS TO SUPPLIERS

1. For Clarification of details, please call Arch. Eleanor Marie S. Parian / EFMD @ **8 920-6401 local 5541** or thru email at **santosev@sss.gov.ph**.
2. Supplier should indicate "COMPLIED" or "NOT COMPLIED" in the STATEMENT OF COMPLIANCE COLUMN. Failure to indicate compliance or non-compliance will mean automatic disqualification.
3. Sealed quotation maybe submitted through any of the following:
 - a. DROP BOX located at the Procurement Planning & Management Dept. (PPMD), 2nd Floor, SSS Main Bldg., East Ave., Diliman, Quezon City. It shall be addressed to Ms. VIOLETA V. JAVAR – Acting Head of the PPMD. Indicate in the sealed envelope the RFQ Number, company name, name of company representative, business address and contact details.
 - b. ELECTRONIC MAIL at **bacsealedquotations@sss.gov.ph** with the following requirements:
 - i. Quotations and attachments should be in portable document format (pdf), compressed/zipped and protected by a password. (See attached Guide in Creating password protected zip file folder.)
 - ii. File name of the zip file folder shall be by **RFQ number and Project Title**.
 - iii. The Supplier who timely submitted its Sealed Quotation but who fails to provide its password on the date and time of opening shall be disqualified.
 - iv. Passwords shall be made available only (not earlier and not beyond the prescribed schedule) through email (**bacsealedquotations@sss.gov.ph**) or SMS (**09062603807**) during opening of bids which is scheduled on:
DATE: September 2, 2021 **TIME: 10:00 AM**
4. After evaluation of offer, the SUPPLIER is required to submit complete documentary requirements after receipt of notice or advise from the SSS, as follows:
 - a. Valid Mayor's/Business Permit;¹

¹ Per GPPB Resolution No. 09-2020, dated 7 May 2020, Expired Business or Mayor's permit with Official Receipt of renewal application and Unnotarized Omnibus Sworn Statement may be submitted for procurement activities during a State of Calamity, or implementation of community quarantine or similar restrictions subject to compliance therewith after award of contract but before payment.

- b. PhilGEPS Registration Number (Red Membership) or PhilGEPS Certificate (Platinum Membership);
- c. Certificate of Registration whichever may be appropriate under existing laws of the Philippines:
 - i. Bureau of Domestic Trade & Industry (DTI) – Sole Proprietorship
 - ii. Incorporation Papers registered and approved by the Securities & Exchange Commission - Partnership/Corporation
 - iii. Philippine Contractors Accreditation Board License (PCAB) - Contractors/Civil Works
 - iv. Cooperative Development Authority (CDA) – Cooperatives;
- d. Latest Annual Income / Business Tax Return (for ABCs above P500K);
- e. BIR Certificate of Registration Form 2303;
- f. SSS ID Number (Employer/Self-Employed);
- g. Notarized Omnibus Sworn Statement (for ABCs above ₱50,000);^{1 and}
- h. For ABCs amounting to ₱50,000 and below, the supplier with lowest calculated & responsive quotation/bid shall be required to submit a Notarized Special Power of Attorney (SPA) for Sole Proprietorship or Secretary's Certificate for Partnership/Corporation.

GENERAL CONDITIONS OF THE CONTRACT

1. The SUPPLIER shall deliver the goods in accordance with the description and quantity specifications of the Purchase Order/Job Order.
2. The SUPPLIER shall deliver the goods within the period indicated in the Purchase Order. A penalty of 1/10 of 1% of the total amount of the items shall be imposed for every day of delay in delivery.
3. The SUPPLIER shall deliver Goods/Services which must all be fresh stock, brand-new, unused, properly sealed, and which are not set to expire within two (2) years from date of delivery to SSS, if applicable.
4. The SUPPLIER warrants that all the Goods/Services have no defect arising from design, materials, or workmanship or from any act or omission of the SUPPLIER or the manufacturer that may develop under normal use of consumables, if applicable.
5. For Goods, the SUPPLIER shall replace any defective item within twenty-four (24) hours from the time that it was notified by the SSS of the defect. Defects detected only after the item is installed and used is covered by the replacement warranty which will be in effect for every item until its expiry date. Replacement of defective item shall have no cost to the SSS, if applicable.
6. To assure that manufacturing defects shall be corrected by the SUPPLIER, a warranty security shall be required from the SUPPLIER for a minimum period of three (3) months, in the case of expendable items, or a minimum period of one (1) year, in the case of non-expendable items, after acceptance of the delivered items. The obligation for the warranty shall be covered, at the SUPPLIER's option, by either retention money in an amount equivalent to five percent (5%) of total purchase price, or a special bank guarantee equivalent to five percent (5%) of the total purchase price with validity period starting from the date of acceptance. The said amounts shall only be released after the lapse of the warranty period.
7. If the SUPPLIER, having been notified, fails to remedy the defect(s) within the specified period, the SSS may proceed to take such remedial action as may be necessary, at the SUPPLIER's risk and expense and without prejudice to any other rights which the SSS may have against the SUPPLIER under these Terms and Conditions and under the applicable law.
8. The pricing of the Goods/Services shall be in Peso and inclusive of Twelve Percent (12%) Value-Added Tax (VAT).

MISCELLANEOUS PROVISIONS

1. **Confidentiality.** Neither Party shall, without the prior written consent of the other, disclose or make available to any person, make public, or use directly or indirectly, except for the performance and implementation of the works, any confidential information acquired from an information holder in connection with the performance of this Agreement, unless: (i) the information is known to the disclosing Party, as evidenced by its written records, prior to obtaining the same from the information holder and is not otherwise subject to disclosure restrictions on the disclosing Party, (ii) the information is disclosed to the disclosing Party by a third party who did not receive the same, directly or indirectly, from an information holder, and who has no obligation of secrecy with respect thereto, or (iii) required to be disclosed by law.

The obligation of confidentiality by both Parties, as provided herein, shall survive the termination of this Agreement.

2. **Merger and Consolidation.** In case of merger, consolidation or change of ownership of the SUPPLIER with another company, it is the responsibility of the surviving company/consolidated company/acquiring entity to inform the SSS of the change in corporate structure/ownership. Failure to do so shall translate in such company assuming all liabilities of the acquired/merged company under this Agreement.
3. **Force Majeure.** The SUPPLIER shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that the SUPPLIER's delay in performance or other failure to perform its obligations under this Agreement is the result of a force majeure.

For purposes of this Agreement the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which the SUPPLIER could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the SUPPLIER. Such events may include, but not limited to, acts of the SSS in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

4. **Non-Assignment.** Neither Party may assign the Contract in whole or in part without the consent of the other Party.
5. **Waiver.** Failure by either Party to insist upon the other the strict performance of any of the terms and conditions hereof shall not be deemed a relinquishment or waiver of any subsequent breach or default of the terms and conditions hereof, which can only be deemed made if expressed in writing and signed by its duly authorized representative. No such waiver shall be construed as modification of any of the provisions of this Agreement or as a waiver of any past or future default or breach hereof, except as expressly stated in such waiver.
6. **Cumulative Remedies.** Any and all remedies granted to the Parties under the applicable laws and this Agreement shall be deemed cumulative and may, therefore, at the sole option and discretion, be availed of by the aggrieved Party simultaneously, successively, or independently.
7. **No Employer-Employee Relationship.** It is expressly and manifestly understood and agreed upon that the employees of the SUPPLIER assigned to perform the PROJECT are not employees of the SSS. Neither is there an employer-employee relationship between the SSS and the SUPPLIER.

This Agreement does not create an employer-employee relationship between the SSS and the SUPPLIER including its personnel; that the PROJECT rendered by the personnel assigned by the SUPPLIER to the SSS in the performance of its obligation under this Agreement do not represent government service and will not be credited as such; that its personnel assigned to the SSS are not entitled to benefits enjoyed by the SSS' officials and employees such as Personal Economic Relief Allowance (PERA), Representation and Transportation Allowance (RATA), ACA, etc.; that these personnel are not related within the third degree of

consanguinity or affinity to the contracting officer and appointing authority of the SSS; that they have not been previously dismissed from the government service by reason of an administrative case; that they have not reached the compulsory retirement age of sixty-five (65); and that they possess the education, experience and skills required to perform the job. The SUPPLIER hereby acknowledges that no authority has been given by the SSS to hire any person as an employee of the latter. Any instruction given by the SSS or any of its personnel to the SUPPLIER's employees are to be construed merely as a measure taken by the former to ensure and enhance the quality of PROJECT performed hereunder. The SUPPLIER shall, at all times, exercise supervision and control over its employees in the performance of its obligations under this Agreement.

8. **Partnership.** Nothing in this Agreement shall constitute a partnership between the Parties. No Party or its agents or employees shall be deemed to be the agent, employee or representative of any other Party.
9. **Compliance with SS Law.** The SUPPLIER shall report all its employees to the SSS for coverage and their contributions, as well as all amortizations for salary/education/calamity and other SSS loans shall be updated. Should the SUPPLIER fail to comply with its obligation under the provisions of the SS Law and Employees' Compensation Act, the SSS shall have the authority to deduct any unpaid SS and EC contributions, salary, educational, emergency and/or calamity loan amortizations, employer's liability for damages, including interests and penalties from the SUPPLIER's receivables under this Agreement.

Further, prescription does not run against the SSS for its failure to demand SS contributions or payments from the SUPPLIER. Moreover, the SUPPLIER shall forever hold in trust SS contributions or payments of its employees until the same is fully remitted to the SSS.

10. **Compliance with Labor Laws.** The SUPPLIER, as employer of the personnel assigned to undertake the PROJECT, shall comply with all its obligations under existing laws and their implementing rules and regulations on the payment of minimum wage, overtime pay, and other labor-related benefits as well as remittances or payment of the appropriate amount or contributions/payment (SSS, EC, Pag-IBIG, PhilHealth and taxes) with concerned government agencies/offices.

It is agreed further, that prior to the release of any payment by the SSS to the SUPPLIER, its President or its duly authorized representative, shall submit a sworn statement that all moneys due to all the employees assigned to the PROJECT as well as benefits by law and other related labor legislation have been paid by the SUPPLIER and that he/she assumed full responsibility thereof.

11. **Compliance with Tax Laws.** The SUPPLIER shall, in compliance with tax laws, pay the applicable taxes in full and on time and shall regularly present to the SSS within the duration of this Agreement, tax clearance from the Bureau of Internal Revenue (BIR) as well as copy of its income and business tax returns duly stamped by the BIR and duly validated with the tax payments made thereon. Failure by the SUPPLIER to comply with the foregoing shall entitle the SSS to suspend payment of the Contract Price.
12. **Liquidated Damages.** If the SUPPLIER fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in the PBD inclusive of duly granted time extensions if any, the SSS shall, without prejudice to its other remedies under this Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), the SSS may rescind or terminate this Agreement, without prejudice to other courses of action and remedies open to it.
13. **Hold Free and Harmless.** The SUPPLIER agrees to defend, indemnify, and hold the SSS free and harmless from any and all claims, damages, expenses, fines, penalties and/or liabilities of whatever nature and kind, whether in law or equity, that may arise by reason of the implementation of the Agreement. In addition, the SUPPLIER agrees to indemnify the SSS for any damage as a result of said implementation.

14. **Settlement of Disputes.** All actions and controversies that may arise from the Contract involving but not limited to demands for specific performance of the obligations as specified herein and/or in the interpretation of any provisions or clauses contained herein, shall, in the first instance, be settled within thirty (30) calendar days through amicable means, such as, but not limited to mutual discussion. Should the dispute remain unresolved by the end of the aforementioned period, the dispute shall be settled in accordance with applicable provisions of Republic Act No. 9285, otherwise known as the Alternative Dispute Resolution Act of 2004.
15. **Venue of Actions.** Any suit or proceeding arising out of relating to the contract shall be instituted in the appropriate court in Quezon City, parties hereto waiving any other venue.
16. **Governing Law.** This Agreement shall be governed by and interpreted according to the laws of the Republic of the Philippines.
17. **Amendments.** This Agreement may be amended only in writing and executed by the Parties or their duly authorized representatives.
18. **Separability.** If any one or more of the provisions contained in this Agreement or any document executed in connection herewith shall be invalid, illegal or unenforceable in any respect under any applicable law, then: (i) the validity, legality and enforceability of the remaining provisions contained herein or therein shall not in any way be affected or impaired and shall remain in full force and effect; and (ii) the invalid, illegal or unenforceable provision shall be replaced by the Parties immediately with a term or provision that is valid, legal and enforceable and that comes closest to expressing the intention of such invalid, illegal or unenforceable term or provision.
19. **Binding Effect.** This Agreement shall be binding upon the Parties hereto, their assignee/s and successor/s-in-interest.
20. **Non-Publicity.** No press release in oral, written or electronic form shall be issued covering this transaction without prior written approval of the SSS. Inclusion in any reference lit shall also be undertaken only upon prior written approval of the SSS.

CERTIFICATION

This is to certify that my Company is updated in the payment of contributions and loans to SSS, and conforms with the above Terms and Conditions, and that the data / quotation indicated are valid.

Owner/Company Representative
(Signature over Printed Name)

Date

ANNEX A. TECHNICAL SPECIFICATIONS

Supplier should indicate "COMPLIED" or "NOT COMPLIED" in the STATEMENT OF COMPLIANCE COLUMN. Failure to indicate compliance or non-compliance will mean automatic disqualification.

HIRING OF ONE (1) EXTERNAL APPRAISAL COMPANY FOR THE APPRAISAL OF PPEs USED IN OPERATIONS

Item	Specification	Statement of Compliance																		
1	<p>BACKGROUND</p> <p>As per Philippine Accounting Standards, there shall be "revaluations of properties with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the balance sheet date".</p> <p>The SSS conducts the revaluation of its properties used in operations every three (3) years. The last appraisal was conducted by an external appraiser in 2018, thus, it is due for revaluation this year.</p> <p>In view of this, the SSS intends to hire an independent appraisal company to determine the fair market value of the SSS properties used in operations.</p>																			
2	<p>GENERAL INFORMATION OF THE PROJECT</p> <p>Name of Project : Hiring of One (1) External Appraisal Company for the Appraisal of PPEs Used in Operations</p> <p>The following is the list of SSS properties used in operations:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Branch/Location</th> <th style="text-align: center;">Land</th> <th style="text-align: center;">Building</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1 Alabang <i>Brgy. Pamplona Tres Las Piñas City</i></td> <td>Lot No. 1-A Lot No. 15-B</td> <td>Lot only</td> </tr> <tr> <td style="text-align: center;">2 Bacolod <i>Brgy. 17 (Poblacion), Bacolod City, Negros Occidental</i></td> <td>Lot No. 19 Lot No. 20 Lot No. 25 Lot No. 26</td> <td>SSS Main Building SSS Annex Building GenSet Building Parking Shed</td> </tr> <tr> <td style="text-align: center;">3 Baguio <i>Harrison Road, Baguio City</i></td> <td>Lot No. 174 / NR 174</td> <td>SSS Main Building Service Building</td> </tr> <tr> <td style="text-align: center;">4 Batangas <i>National Highway Barangay Kumintang Ilaya Batangas City</i></td> <td>Lot 17583-C-2-A Lot 17583-C-2-B</td> <td>SSS Main Building Guard House</td> </tr> <tr> <td style="text-align: center;">5 Cagayan de Oro</td> <td>Lot No. 839-</td> <td>SSS Main Building SSS Canteen/</td> </tr> </tbody> </table>	Branch/Location	Land	Building	1 Alabang <i>Brgy. Pamplona Tres Las Piñas City</i>	Lot No. 1-A Lot No. 15-B	Lot only	2 Bacolod <i>Brgy. 17 (Poblacion), Bacolod City, Negros Occidental</i>	Lot No. 19 Lot No. 20 Lot No. 25 Lot No. 26	SSS Main Building SSS Annex Building GenSet Building Parking Shed	3 Baguio <i>Harrison Road, Baguio City</i>	Lot No. 174 / NR 174	SSS Main Building Service Building	4 Batangas <i>National Highway Barangay Kumintang Ilaya Batangas City</i>	Lot 17583-C-2-A Lot 17583-C-2-B	SSS Main Building Guard House	5 Cagayan de Oro	Lot No. 839-	SSS Main Building SSS Canteen/	
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			<i>Mayor P.N. Roa Street corner Ferrabrel Street Barangay Carmen Cagayan de Oro City</i>	E,F,G,H	Motorpool/ SSS Annex Building Pump Room Guard House		
		6	<i>Calamba National Highway Barangay Parian Calamba City, Laguna</i>	Lot No. 4680-A	Office Building		
		7	<i>Cebu Osmeña Boulevard Barangay Kalubihan Cebu City</i>	Lot No. 7598-D-1 Lot No. 7598-D-2	SSS Main Building Canteen/Dormitory Building Machine Room Pump Room Canopy Walkway Guard House		
		8	<i>Cubao Along Epifanio de los Santos Avenue Cubao District Quezon City, Metropolitan Manila</i>	Lot No. 6-B Lot No. 7-B	Office Building		
		9	<i>Davao Barangay Buhangin Proper (Bajada) Buhangin District Davao City</i>	LOT NO. 1175-A LOT NO. 1175-B	SSS Main Building Motorpool/ Canteen Building		
		10	<i>General Santos Makar National Highway Barangay Labangal General Santos City</i>	LOT NO. 1-D-1-A	SSS Main Building Service Building (PE Center/ Motorpool/ Canteen Building)		
		11	<i>Iloilo – Central Iloilo-Jaro Diversion Road Barangay San Rafael Iloilo City</i>	LOT 11 LOT 12	Lot only		
		12	<i>La Union Government Center Barangay Sevilla San</i>	LOT NO. 50226 LOT NO. 51964	SSS Main Building Service Building GenSet Building		

			<i>Fernando City, La Union</i>		
		13	<i>Laoag Barangay 46 (Nalbo) Laoag City, Ilocos Norte</i>	LOT 7893-A	Lot only
		14	<i>Manila Barangay 676 Zone 73 Paco District City of Manila</i>	LOT 3-A- 2 LOT 3-C- 1	Lot only
		15	<i>Naga Barangay Concepcion Pequeña Naga City, Camarines Sur</i>	LOT NO. 3797-A-2 LOT NO. 3797-B	SSS Main Building SSS Naga Service Building
		16	<i>Novaliches Barangay Bagbag, Novaliches Quezon City, Metropolitan Manila</i>	LOT NO. 414-E	Branch Accounting Department Storage/Records Building Supplies Building Staff House/ Guard House
		17	<i>Pampanga DMGC Brgy. Maimpis, City of San Fernando, Pampanga</i>	-	SSS Main Building
		18	<i>Quezon City – Main Office Barangay Central East Avenue Quezon City, Metropolitan Manila</i>	LOT NO. 5	SSS Main Building / Annex Building / Powerhouse / Security Office / Carpentry Shop / Security Agency Office
		19	<i>Quezon City – Aurora Blvd. Aurora Blvd., Brgy Duyan- duyan, Quezon City</i>	-	Bldg Aurora Milestone – 6 th Floor
		20	<i>San Pablo Barangay Poblacion San Pablo City, Laguna</i>	LOT 6-A- 1,6-B-3- A,6-B-3- B	SSS Main Building
		21	<i>Tacloban Sto. Niño Street Barangay Panalaron Tacloban City</i>	LOT NO. 2-B-2	Lot only
		22	<i>Tarlac Macabulos Drive Barangay San Vicente Tarlac City</i>	LOT NO. 1-A	Office Building

		<table border="1"> <tr> <td>23</td> <td>Tuguegarao Barangay Carig Sur Tuguegarao City, Cagayan Valley</td> <td>LOT 3-Z-6</td> <td>Lot only</td> </tr> <tr> <td>24</td> <td>Welcome España Tower Condominium España Boulevard corner Josephine Street Barangay 512, Zone 51 Sampaloc District, City of Manila</td> <td>-</td> <td>G2 (Ground Floor) M2 (Mezzanine Floor) 3 Parking Slots (Basement)</td> </tr> </table> <p>The detailed information of these properties is attached as “Annex A”.</p>	23	Tuguegarao Barangay Carig Sur Tuguegarao City, Cagayan Valley	LOT 3-Z-6	Lot only	24	Welcome España Tower Condominium España Boulevard corner Josephine Street Barangay 512, Zone 51 Sampaloc District, City of Manila	-	G2 (Ground Floor) M2 (Mezzanine Floor) 3 Parking Slots (Basement)	
23	Tuguegarao Barangay Carig Sur Tuguegarao City, Cagayan Valley	LOT 3-Z-6	Lot only								
24	Welcome España Tower Condominium España Boulevard corner Josephine Street Barangay 512, Zone 51 Sampaloc District, City of Manila	-	G2 (Ground Floor) M2 (Mezzanine Floor) 3 Parking Slots (Basement)								
3	PROJECT OBJECTIVES	The main objective of the project is to obtain the fair market value of the subject properties, for both land and building.									
4	PROCUREMENT OF SERVICES	<p>4.1 The SSS will engage an Appraisal Company with at least five (5) years of experience and must be accredited by the Banko Sentral ng Pilipinas (BSP). The company must have rendered at least three (3) appraisal services to any real estate company or government agency within the last five (5) years prior to the date of submission and receipt of bids.</p> <p>4.2 Hiring of the Consultant shall be made through small value procurement following the IRR of RA9184</p> <p>4.3 The following documents must be submitted together with the proposal for evaluation:</p> <p>4.3.1. Company Profile & SEC/DTI Certificate of Registration</p> <p>4.3.2. Banko Sentral ng Pilipinas (BSP) Certificate of Accreditation</p> <p>4.3.3. Contract Agreement, J.O., P.O, Notice of Award or any other proof of service agreement that your office have rendered appraisal services in the last five years to any real estate developer or government agency.</p>									
5	SCOPE OF SERVICES	<p>5.1 The Consultant shall appraise the subject property by conducting site inspection to assess the site and ascertain existing conditions and other requirements that may impact its value.</p> <p>5.2 The Consultant shall conduct an analysis of the market trends in the real estate business in the vicinity, and determine the highest and best use and fair market value of the property</p>									

		<p>5.3 The Consultant shall also determine the fair rental value of each floor of the property.</p> <p>5.4 The Consultant shall prepare a detailed appraisal report in accordance with the standards of professional practice acceptable in the Philippines</p>	
6	DELIVERABLES / SUBMITTALS	<p>6.1 The following are the documents that will be prepared and submitted by the Appraisal Company</p> <p>6.1.1 <u>Advance Copy of Appraisal Report per Property/Location</u></p> <ul style="list-style-type: none"> a. To be submitted forty-five (45) calendar days after receipt of the Notice to Proceed of Contract/Job Order whichever comes first. b. The report must be prepared and evaluated by a licensed Real Estate Appraiser and submitted in one (1) set of ring bound hard copy together with its soft copy stored in a USB storage device. c. The report must be in accordance to the standards of professional practice acceptable in the Philippines d. The submitted report will be reviewed by the Engineering and Facilities Management Department. <p>6.1.2 <u>Final Appraisal Report per Property/Location</u></p> <ul style="list-style-type: none"> a. To be submitted thirty (30) calendar days after the submission of the Advance Copy of Appraisal Report. b. To be prepared by a licensed Real Estate Appraiser in accordance with the standards of professional practice acceptable in the Philippines. c. The contents should be in accordance with Item 6.1.3 Components of the Appraisal Report d. The Appraisal Report should be submitted in three (3) sets ring bound hardcopies together with its soft copy stored in a USB storage device. <p>6.1.3 <u>Components of the Appraisal Report</u></p> <ul style="list-style-type: none"> a. General description of the property appraised as to: 	

		<ul style="list-style-type: none"> i. location & Identification; ii. neighborhood data; and iii. community facilities and utilities <p>b. Land Data of the Property</p> <p>c. Analysis of the market trend in the real estate business in the vicinity (e.g. value appreciation/depreciation; cause of appreciation and/or depreciation; and supply and demand on the property)</p> <p>d. Highest and Best Use of the property</p> <p>e. Fair Market Value (FMV) of the properties including improvements, if any using appropriate valuation approaches showing listings of at least three (3) comparable properties gathered, and computation of values as analyzed, including Reproduction Cost New (RCN) and Depreciation Cost.</p> <p>Inclusion of Income Approach in the determination of the FMV of the property with limited or unreliable sources of comparable data for valuation purposes.</p> <p>f. Fair Rental Value (FRV) of the property (on a per square-meter basis for lots/units/spaces and per slot basis for parking space); showing survey on rental rate of similar properties in the vicinity and computation of values analyzed:</p> <ul style="list-style-type: none"> i. FRV for Long-Term Lease: For mixed-use development primarily for commercial/retail and office/business process outsourcing (BPO) uses. ii. FRV for Short-Term Lease: For office/commercial/residential use, and for vacant lots utilize as open pay parking and/or other legal business without any permanent structures constructed within. iii. Provide variance in appraised FRV for lease of small and big spaces if applicable. <p>g. Information on the Bureau of Internal Revenue (BIR) Zonal Valuation of the property and Floor to Area Ratio (FAR), if any.</p> <p>h. Sketch representation of the property as to its Location Plan/Vicinity Map; Lot Plan; and Plat Plan (if with improvements).</p>	
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		<p>i. Pictures/images of the property in external views and internal views (if with improvements)</p>	
7	RESPONSIBILITIES OF THE CONSULTANT	<p>7.1 The Consultant shall pay the amount equivalent to One Tenth of One Percent (1/10 of 1%) of the total Service Fee as Liquidated Damages for each calendar day of delay or refusal to perform its obligation under the Contract Agreement in addition to the actual loss or damages which the SSS may prove. Such amount shall be deducted from any money due or which may become due to the Consultant or collected from the Performance Security posted by the Consultant, whichever is more convenient to the SSS.</p> <p>7.2 If the Consultant shall violate any of the Terms and Conditions of the Contract Agreement or shall neglect to perform any of their work, duties, functions, responsibilities or obligations stipulated therein, or for any other causes shall not carry the tasks in acceptable manner and by reason thereof, the SSS suffers damage and losses, the Consultant shall be assessed a penalty in the amount equivalent to Ten Percent (10%) of the total Service Fee in addition to the actual loss or damages as determined/proven by SSS.</p> <p>7.3 The Consultant shall hold the SSS free from all claims, liabilities, losses and suits arising from errors relative to its services.</p>	
8	INSTITUTIONAL ARRANGEMENT	<p>8.1 The SSS shall provide full information to the Consultant of its requirements for the appraisal.</p> <p>8.2 The SSS shall provide any available building plans to be utilized as reference for the conduct of the above undertaking.</p> <p>8.3 The SSS through its Engineering and Facilities Management Department shall be responsible of the following:</p> <ul style="list-style-type: none"> a. Monitor the conduct of the site inspection and assessment at the identified locations of the SSS Properties b. Provide access, work permits, gate pass, authorization and clearance to the building work area in coordination with the Branch and the Security Office. 	

ANNEX B. BILL OF QUANTITIES

Project: HIRING OF ONE (1) EXTERNAL APPRAISAL COMPANY FOR THE APPRAISAL OF PPEs USED IN OPERATIONS

Item No.	Branch	Location	Particulars	Lot No. / Building	TCT No.	Area (sq.m.)	APPRAISAL COSTS			TOTAL
							Appraisal for LAND	Appraisal for BUILDING	Total Appraisal Costs	
1	Alabang	Alabang-Zapote Road, Brgy. Pamplona Tres. Las Piñas	Land (P&E) located in Alabang-Zapote Road	LOT NO. 1-A	TCT NO.T-73159	5,982.00			-	-
			Land (P&E) located in Alabang-Zapote Road	LOT NO. 15-B	TCT NO.T-73160	174.00				
2	Bacolod	2nd - Lacson St., Bacolod City	Land (P&E) located in corners of 3rd, 2nd & Lacson	LOT NO. 19	TCT NO.T-26092	1,000.00				-
			Land (P&E) located in corners of 3rd, 2nd & Lacson	LOT NO. 20	TCT NO.T-26093	500.00				
			Land (P&E) located in corners of 3rd, 2nd & Lacson	LOT NO. 25	TCT NO.T-26095	1,000.00				

3	Baguio	Harrison Road, Baguio City	Land (P&E) located in corners of 3rd, 2nd & Lacson	LOT NO. 26	TCT NO. T-26094	500.00						
			Bldg - Bacolod	SSS MAIN BUILDING - 4 storey			3,174.00					
			Bldg - SSS Bacolod Annex Building	SSS ANNEX BUILDING			521.00					
				GENSET BUILDING			48.00					
				PARKING SHED			48.00					
				Land (P&E) located in Harrison Road, Baguio City	LOT NO. 174 / NR 174	TAX DEC ARP NO.01-	2,500.00	-	-			
4	Batangas	National Highway Kumintang Ibaba, Batangas City	Bldg- Baguio	SSS MAIN BUILDING - 5 storey with basement			3,629.00					
				SERVICE BUILDING			530.00					
			Land (P&E) located in National Highway, Kumintang I	LOT NO. 17583-C-2-A	TCT 63258	1,222.00	-	-				
			Land (P&E) located in National Highway, Kumintang I	LOT NO. 17583-C-2-B	TCT 63259	864.00						
			Bldg-Batangas	SSS MAIN BUILDING - 4 storey			610.00					
				GUARD HOUSE			6.00					

5	Cagayan de Oro	SSS Bldg., Patag Road cor Ferrabel St., Cagayan de Oro	Land (P&E) located in Mayor PN Roa cor Ferrabel St	LOT NO. 839 E, F, G, H	TCT NO. T-81334	5,233.00	-	-	-
			Bldg - Cagayan de Oro	SSS MAIN BUILDING - 5 storey		3,806.00			
				SSS CANTEEN / MOTORPOOL / SSS ANNEX BUILDING		332.00			
				PUMP ROOM		24.00			
				GUARD HOUSE		2.50			
6	Calamba	National Highway, Parian, Calamba City	Land (P&E) located in National Road	LOT NO. 4680-A	TCT NO. T-466328	1,925.00	-	-	-
			Bldg. - Calamba	OFFICE BUILDING - 2 storey with basement		755.00			
7	Cebu	Pres. Osmeña Boulevard, Cebu City	Land (P&E) located in Pres. Osmeña Blvd.	LOT NO. 7598-D-1	TCT NO. 28118	2,910.00	-	-	-
			Land (P&E) located in Pres. Osmeña Blvd.	LOT NO. 7598-D-2	TCT NO. 28119	2,910.00			
			Bldg. - Cebu	SSS MAIN BUILDING - 3 storey with roof deck		2,965.00			
				CANTEEN / DORMITORY		576.00			

		Gen. Santos City		SERVICE BUILDING (PE CENTER / MOTORPOOL / CANTEEN BUILDING)		284.00							
11	Iloilo	Brgy. San Rafael, Manduriao, Iloilo City	Land (P&E) in Brgy. San Rafael, Iloilo City	LOT 11	TCT T-164081	2,851.00							-
			Land (P&E) in Brgy. San Rafael, Iloilo City	LOT 12	TCT T-164082	1,700.00							-
12	La Union	Brgy. Sevilla, San Fernando, La Union	Land (P&E) located in Brgy. Sevilla	LOT NO. 50226	TCT NO. O-2671	1,246.00							-
			Land (P&E) located in Brgy. Sevilla	LOT NO. 51964	TCT NO. O-2671	158.00							-
			Bldg. - La Union	SSS MAIN BUILDING - 2 storey		792.00							-
				SERVICE BUILDING		99.00							-
				GENSET BUILDING		8.00							-
13	Laoag	Brgy. Buttong, Laoag City, Ilocos Norte	land in Brgy. Buttong, Laoag City	LOT 7893-A	TCT T-40198	2,164.00							-
14	Main Office	East Avenue, Diliman, QC	Land (P&E) located in East Avenue, Diliman	LOT NO. 5	TCT NO.64015	19,999.50							-

					STAFF HOUSE/GUARD HOUSE						162.00						
19	San Pablo	Balagtas Blvd. cor Paulino St., San Pablo City	Land (P&E) located in M. Paulino St. cor Balagtas Blvd. Bldg.- San Pablo	LOT 6-A-1, 6-B-3-A, 6-B-3-B SSS MAIN BUILDING - 4 storey	TCT NO. 29925	1,210.00 2,418.00			-	-			-				
20	Tacloban	Army Road, Tacloban City, Leyte	Land (P&E) located in Army Road	LOT NO. 2-B-2	TCT NO. T-1682	7,685.00			-	-			-				
21	Tarlac	Macabulos Drive, San Vicente, Tarlac City	Land (P&E) located in Macabulos Drive Bldg. - Tarlac	LOT NO. 1-A OFFICE BUILDING - 3 storey with basement	TCT NO. 185766	1,000.00 2,083.26			-	-			-				
22	Tuguegara o	Lot 3Z6, Carig Sur, Tuguegarao City, Cagayan	Land - Tuguegarao	LOT NO. 3-Z-6	TCT 137927	3,000.00			-	-			-				
23	Pampanga	DMGC Brgy, Maimpis, City of San Fernando, Pampanga	Bldg. Pampanga	SSS MAIN BUILDING - 2 storey SERVICE BUILDING PUMP HOUSE		792.00 99.00 6.00			-	-			-				

24	Welcome	España Tower Condominium , España Blvd. cor Josefina St. , Sampaloc, Manila	Bldg. - España	G2 (GROUND FLOOR)	240.00	-	-	-	-					
										M2 (MEZZANINE FLOOR)	167.00	-	-	-
										3 PARKING SLOTS (BASEMENT)	37.50	-	-	-
										GRAND TOTAL		-	-	-