



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

INVITATION /REQUEST FOR SUBMISSION OF PRICE QUOTATION
Posted in PhilGEPS Webstie/Conspicuous Place at the Procureing Entity

The University of Science & Technology of Southern Philippines, through the Bids and Awards Committee (BAC) hereby invites interested parties to submit quotation for the procurement of the following item:

Reference No	Qty.	Unit	Specification/Description	Approved Budget for the Contract	Mode of Procurement
RFQ NP- HTC- 005- 2021	Please see details below	Please see details below	Negotiated Procurement for the Appraisal of Buildings in USTP- CDO and USTP-Clustered campus.	₱400,000.00	Highly Technical Consultant - Section 53.7, Rule XVI, Revised IRR of RA 9184)

Deadline for the submission of quotation is on June 3, 2021 at 12:00 noon at the Procurement Unit, 2nd Floor, USTP Gymnasium building. You may submit your quotation through fax number 856-4696 / 856-1739 or through personal delivery in a sealed envelope.

The University of Science & Technology of Southern Philippines reserves the right to accept or reject any or all bids / price quotations, to annul the process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.


ATTY. JONATHAN S. OCHE
BAC | Chairman



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

Date: May 31, 2021
Quotation No.: RFQ-NP-HTC-005-2020

Name of Project: Procurement for the Appraisal of Buildings in USTP-CDO and USTP-Clustered campus.

The Manager

Cagayan de Oro City

Please quote your lowest price on the item/s listed below, subject to the general Conditions stated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than June 3, 2021 at 12:00 noon. Please enclosed in a sealed envelope.


ATTY. JONATHAN S. OCHE

BAC I Chairman

- NOTE:
1. DELIVERY PERIOD WITHIN 7 CALENDAR DAYS UPON RECEIPT OF PO.
 2. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
 3. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED. (if applicable)
 4. THE USTP RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS FOR ANY JUSTIFIABLE AND REASONABLE GROUND WHERE THE AWARD OF THE CONTRACT WILL NOT REDOUND TO THE BENEFIT OF THE GOP.
 5. REQUIREMENTS: 1) PHILGEPS REGISTRATION (PLATINUM MEMBERSHIP).

ITEM #	QTY	UNIT	DESCRIPTIONS AND SPECIFICATIONS	APPROVED UNIT COST (php)	UNIT PRICE
1	1	LOT	Real Estate Appraiser (Appraisal of Buildings in USTP-CDO and USTP-Clustered Campuses) see attached TOR	400,000.00	

Brand Name:

Delivery Period:

Price Validity:

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature

Tel. #./address/e-mail add

Date

Auxilio-Appraiser

RFQ-NP-HTC-005-2021

Resolution No. 242 s. 2021

PR No.-202104-155

C.M. Recto Avenue, Lapanan, Cagayan de Oro City 9000 Philippines, Tel. Nos. +63 (88) 856 1738; Telefax +63 (88) 856 4696 | www.ustp.edu.ph

TERMS OF REFERENCE

Engagement of Appraisers

A. ENGAGEMENT PURPOSE AND COVERAGE

These scope of work shall apply to the appraisal work of University of Science and Technology of Southern Philippines (USTsP) property CDO campus located at Lapasan Cagayan de Oro City and USTsP property Satellite campuses located at Jasaan, Misamis Oriental, Panaon, Misamis Occidental and Oroquieta, Misamis Occidental.

B. OBJECTIVES

The objective of the service is to establish a fair and reasonable valuation of the real property assets except land which based on market value.

C. SCOPE OF WORK

1. The appraisal service shall cover building, plant, machinery furniture, fixtures, and other equipment other improvements of the property. The appraisal service shall cover determination of the Market Value of the property on an "as-is-where-is-basis".

Here is the list of buildings to be appraised:

CDO CAMPUS

Articles	Description	Date Acquired
BUILDING	Cottage, Vocational Dean	1977
BUILDING	Nutrition Center, one (1) storey (Alubijid Campus)	1982
BUILDING	Mini-stage w/ two (2) comfort rooms	1997
BUILDING #00	MUST SPED Center and Supply Office	2009
BUILDING #1	Tissue Culture/Industrial Arts (Engineering)	1981
BUILDING #3	Intg. Technology Bldg phase II & III, TAO	1994
BUILDING #5	Engineering II (Industrial Technology Bldg.-Old Eng'g)	1982
BUILDING #9	Information and Communication Technology (ICT)	2007
BUILDING #10	New Administration	2010
BUILDING #15,16	Multi-purpose educational center (Lobby & Administration)	1981
BUILDING #16	Gymnasium	1981
BUILDING #18	ALUMNI building	2002
BUILDING #19	DOST building (Science Centrum)	2001
BUILDING #21	Guard house (subsumed by the Engineering Complex)	2002
BUILDING #23	Learning Resource Center, 4 storey (LRC)	1998
BUILDING #24	Girls Trade (Academic Bldg., Phase 1)	1983
BUILDING #25	Food Innovation Center	1976
BUILDING #27	Dormitory (GIDEMVE)	1978
BUILDING #28	Engineering Laboratory w/ Mini Theatre	1982
BUILDING #35	Education (Old admin. & Machine Shop)	1958
BUILDING #36	Student Center	1957



BUILDING #41	Science Complex, 4 storey	2012
BUILDING #42	Display center/Engineering Complex	1986
BUILDING #43	Engineering Building, 8 storey	2014

JASAAN CAMPUS

Articles	Description	Date Acquired
BUILDING	Academic, Phase 1 & 2	1981
BUILDING	Laboratory Shop, Technology building	1991

PANAON CAMPUS

Articles	Description	Date Acquired
BUILDING	Training Center, Memorial Hall	1981
BUILDING	Academic Building (New Acad/IT)	1985
BUILDING	Academic Building (Laboratory Chem., Physics & Canteen)	1993
BUILDING	Academic Building (Maine Bio Building)	1996
BUILDING	Dormitory/Hostel Building (Faculty Room)	2003

OROQUIETA CAMPUS

Articles	Description	Date Acquired
BUILDING	Academic Building Phase I, II & III (Admin Building)	1989
BUILDING	Dormitory (Sibanon)	2003
BUILDING	Multi Purpose (Academic Building) Phase IV	2003
BUILDING	TLE Building Phase I	2006

MARKET VALUE is the estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

2. The market value appraisal may be performed using the Sales Comparison or Cost Approach.

The valuation of the property shall consider the present condition of the property at the time of the appraisal, without considering future developments or the completion of ongoing developments.

In the case of improvements thereon, the appraiser may also determine the value of property assets including School buildings, office equipment, marine and fishery equipment, furniture and fixtures, information and communication technology equipment, books, communication equipment, disaster response and rescue equipment, medical equipment, sports equipment, technical and science equipment, other machinery and equipment, other property, plant and equipment, works of arts and archaeological specimens and other assets.

MARKET APPROACH considers the sale of similar or substitute properties on cash basis, and related market date within the same or comparable area/location, and establishes a value estimated by process involving comparison. In general, a property being valued is compared with cash sales of similar properties that have been transacted in the market. For classes of plant and equipment that are homogenous, e.g., motor vehicles and certain types of office equipment or industrial machinery, the market approach is commonly used as there may be sufficient data or recent sales of similar assets. However, many types of plant and equipment are specialized and where direct sales evidence for such items will not be available, care must be exercised in offering an income or cost approach opinion of value when available market data is poor or nonexistence. In such circumstances it may be appropriate to adopt either the income approach or the cost approach to the valuation.

COST APPROACH considers the possibility that, as an alternative to the purchase of a given property, one could acquire an equivalent asset that would provide equal utility. This would involve the cost of acquiring equivalent land and constructing an equivalent new structure.

D. SPECIFICATION OF SERVICES AND REPORT PRESENTATION

1. Purpose, Scope and Date of Appraisal

Briefly describe the purpose, scope, date of appraisal service rendered on the property, and improvements thereon, its location, the valuation method and the assumptions used as provided in Section C.

2. Property Location and Identification

Based on technical description as inscribed on the title over the Property, conduct inspection to verify and/or record property information which may include but not be limited to the following:

- a. Property location and identification;
- b. Landmark and distance from main thoroughfares;
- c. Occupants and claimants, if any; and
- d. Developments on the property.

3. Description of Improvements

Conduct inspection of improvements may determine floor area, number of rooms, nature, make or type, materials used, economic life, extent and condition of existing improvements.

A large, stylized handwritten signature or set of initials is located in the bottom right corner of the page. To its right, there is a small, separate handwritten mark or symbol.

2. The appraisal report will be accompanied by the following documents:
 - a. Certified true copy of OCTs or TCTs covering the Properties on file with the Register of Deeds;
 - b. Pictures of the Properties with date stamp (camera must have a date to capture actual date photo was taken; and maps must be scanned (in PDF format)
 - c. Compound layouts, plots, plans, vicinity maps, location plans to show the relative location of the Properties to land, building and other land improvement;
 - d. Name of occupants, if any, contact number and other relevant circumstances of their occupancy;
 - e. Latest real estate tax assessment and other unpaid dues/assessments
 - f. Such other documents as may be required by USTP

F. DURATION OF WORK

The Appraiser will immediately conduct actual ocular inspection and appraisal of the Properties upon receipt from USTP of the following documents (i.e. TCT, lot plan, building plans, inventory of equipment, etc.) Draft appraisal report for the property will be submitted to USTP for review and comments in accordance with the agreed timeline. Appraisal work including submission of final reports as reviewed by USTP shall be completed within sixty (60) calendar days from the engagement date and or upon receipt of PO

USTP shall provide the following documents to the appraisal firm:

1. Letter of Authority from USTP to inspect the property; and
2. Copy of the Transfer Certificate of Title, Tax Declarations, lot and building plan and layout.
3. Other necessary documents required by the Appraiser.

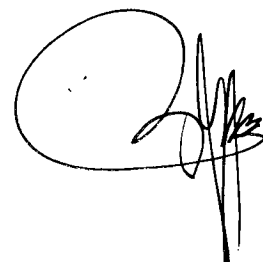
G. MODE OF PAYMENT

The appraisal fee shall be paid within seven (7) working days after the Review Committee certifies the Appraisal report which shall be submitted together with all the required attachments and annexes within sixty (60) calendar days from engagement date. Payment shall be subject to USTP's auditing and accounting rules.

H. SUBMISSION OF PROPOSAL

The appraisal service proposal should be placed in a sealed envelope and submitted to the following addresses:

**UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES
SUPPLY OFFICE**



4. Asset – related

1. The asset's technical specification,
2. The remaining useful, economic or effective life, considering both preventive and predictive maintenance.
3. The asset's condition, including maintenance history,
4. Any functional, physical and technological obsolescence,
5. If the asset is not valued in its current location, the costs of decommissioning and removal, and any costs associated with the asset's existing in-place location, such as installation and re-commissioning of assets to its optimum status,
6. Additional costs associated with the additional equipment, transport, installation and commissioning etc., and
7. In cases where the historical costs are not available for the machinery and equipment that may reside within a plant during a construction, the valuer may take references from Engineering, Procurement, Construction ("EPC") contract.

E. APPRAISAL REPORT


1. The appraisal report will be comprehensive and must contain data required as indicated in Section D, and other disclosures essentials to the proper valuation of the Property. The report shall clearly and accurately set forth the conclusions of the valuation in a manner that is not misleading with professional opinion on the market value of the Properties. The appraisal report shall be submitted in Two (2) original copies and a soft copy of the report in PDF format and pictures of the subject in JPG format with date stamp.

The appraisal report shall include, but not be limited to the following data:

- a. Date as of which the value applies, date of the report and date of inspection;
- b. Basis of valuation, including type and definition of value. When any of the component of the valuation is valued on more than one basis of value, a clear distinction must be made between the bases whether based from Philippine Valuation Standards or International Valuation Standards;
- c. Identification and description of the following:
 1. Property rights or interests to be valued
 2. Physical and legal characteristics of the Property; and
 3. Classes of property included in the valuation other than the primary property category.
 4. Inventory of building equipment and facilities, i.e., elevators, gensets, air conditioning, pumps, etc.
- d. Description of the scope/extent of work used to develop the valuation;
- e. All assumptions and limiting conditions upon which the value conclusion is contingent;
- f. Special, unusual or extraordinary assumptions and address the probability that such condition will occur; and
- g. Description of the information and data examined, the market analysis performed, the valuation approaches and procedures followed, and the reasoning that supports the analysis, opinions and conclusions in the report.



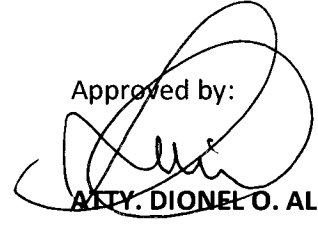
Prepared by:


CAMELO R. AQUILIO Jr.
End-user

Recommending Approval:


ENGR. ALEX L. MAUREAL
VCFA

Approved by:


ATTY. DIONEL O. ALBINA
USTP-CDO, Chancellor