

**BID BULLETIN NO. 1**  
**For LBP-HOBAC-ITB-GS-20180926-02**

**PROJECT :** Appraisal of Real Properties, Machines/Equipment and Other Loan Collaterals of 10,997 Job Orders Located in the following Areas for C.Y. 2018-2021:

- Lot 1 - Northern and Central Luzon (3,356 Job Orders)
- Lot 2 - Southern Luzon and National Capital Region (4,185 Job Orders)
- Lot 3 - Visayas and Mindanao (3,456 Job Orders)

**IMPLEMENTOR :** Procurement Department

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**DATE :** November 15, 2018

This Bid Bulletin is issued to modify, amend or clarify items in the Bid Documents. This shall form an integral part of the Bid Documents.

The modifications, amendments or clarifications are as follows:

- ITB Clause 5.4 of the Bid Data Sheet (BDS), Section VII (Specifications), and Checklist of the Bidding Documents (Items 3.d & 6) have been revised. Please see attached revised specific sections of the Bidding Documents.
- The Terms of Reference (Annex B) has also been revised. Please see attached revised Annexes B-1 to B-5.
- The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is re-scheduled to **November 29, 2018, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

**ALWIN I. REYES, CSSP**  
 Assistant Vice President  
 Head, Procurement Department and  
 HOBAC Secretariat

2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through the Corporate Board of Directors for the contract approved by the LANDBANK Board of Directors for 2018 in the amount One Hundred Sixty-Two Million Two Hundred Fifty Nine Thousand Pesos Only (P 162,259,000.00), broken down as follows:</p> <table border="1" data-bbox="225 1261 1114 1783"> <thead> <tr> <th data-bbox="1042 1261 1114 1783">Lot No</th> <th data-bbox="528 1261 1042 1783">Item Description</th> <th data-bbox="225 1261 528 1783">Approved Budget for the Contract (ABC)</th> </tr> </thead> <tbody> <tr> <td data-bbox="1042 1458 1114 1682">1</td> <td data-bbox="528 1458 1042 1682">Three (3) Lots Appraisal of Real Properties, Machineries/Equipment and Other Loan Collaterals of 10,997 Job Orders located in Luzon, National Capital Region (NCR), Visayas and Mindanao for CY 2018-2021, viz:</td> <td data-bbox="225 1458 528 1682">P 48,219,000.00</td> </tr> <tr> <td data-bbox="1042 1391 1114 1458">2</td> <td data-bbox="528 1391 1042 1458">Northern and Central Luzon</td> <td data-bbox="225 1391 528 1458">P 48,628,000.00</td> </tr> <tr> <td data-bbox="1042 1323 1114 1391">3</td> <td data-bbox="528 1323 1042 1391">Southern Luzon and NCR</td> <td data-bbox="225 1323 528 1391">P 65,412,000.00</td> </tr> </tbody> </table> <p>The name of the Project is Three (3) Lots Appraisal of Real Properties, Machineries/Equipment and Other Loan Collaterals of 10,997 Job Orders located in Luzon, National Capital Region (NCR), Visayas and Mindanao for CY 2018-2021.</p>	Lot No	Item Description	Approved Budget for the Contract (ABC)	1	Three (3) Lots Appraisal of Real Properties, Machineries/Equipment and Other Loan Collaterals of 10,997 Job Orders located in Luzon, National Capital Region (NCR), Visayas and Mindanao for CY 2018-2021, viz:	P 48,219,000.00	2	Northern and Central Luzon	P 48,628,000.00	3	Southern Luzon and NCR	P 65,412,000.00
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3.1	No further instructions.												
5.1	No further instructions.												
5.2	Foreign bidders, falling under ITB Clause 5.2 (b) and/or doing business in the Philippines may participate in this Project provided they meet the requirements under Section 23.4.1.2 of the Revised IRR of RA 9184.												
5.4	<p>In view of the determination by LANDBANK that the imposition of the provisions of Section 23.4.1.3 of the IRR of RA 9184 will likely result to failure of bidding, the Bidders should comply with the following requirements:</p> <p>a) Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this Project; and</p> <p>b) The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.</p> <p>For this purpose, similar contracts shall refer to contracts involving appraisal of real properties and chattels.</p> <p>Bidders must submit proof of their respective Single Largest Completed Contract. Proofs shall be:</p>												

<ul style="list-style-type: none"> <li>• Copy of the contract or purchase order;</li> <li>• Copy of official receipt/collection receipt or Certificate of Satisfactory Performance from bidder's client.</li> </ul>	No further instructions.	7
As a general rule, subcontracting is not allowed.	Not applicable.	8.1
The Procuring Entity will hold a pre-bid conference for this Project on _____ at Bidding Room, 25 <sup>th</sup> Floor, LANDBANK Plaza Building, 1598 M.H. Del Pilar corner Dr. J. Quintos Streets, Malate, Manila.	Not applicable.	8.2
The Procuring Entity's address is:	Land Bank of the Philippines 25 <sup>th</sup> Floor, LANDBANK Plaza Building 1598 M.H. Del Pilar corner Dr. J. Quintos Streets 1004 Malate, Manila www.landbank.com	9.1
Contact person :  Mr. Alwin I. Reyes, CSSP Assistant Vice President Head, Procurement Department 1598 M.H. Del Pilar cor. Dr. J. Quintos Sts. 1004 Malate, Manila Tel. (+632) 522-0000 or 551-2200 local 7370 Fax (+632) 528-8587 lbphobac@mail.landbank.com	Bidders may still submit their Class "A" Eligibility Documents required pursuant to Section 8.5.2 of the same IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class "A" Documents, or a combination thereof. In case the bidder opted to submit their Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184.	10.1
Bidders are required to use the Bid Form provided in Section VIII. Bid Form (use Form Nos.1 and 2).	Bidders may still submit their Class "A" Eligibility Documents required pursuant to Section 8.5.2 of the same IRR, or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class "A" Documents, or a combination thereof. In case the bidder opted to submit their Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184.	12.1
The statement of all ongoing government and private contracts (use Form No. 3) and Single Largest Completed Contract (use Form No. 4) similar to the contract to be bid shall include all such contracts within five (5) years prior to the deadline for the submission and receipt of bids.	Bidders are required to use the Bid Form provided in Section VIII. Bid Form (use Form Nos.1 and 2).	12.1(a)(iii)
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# Specifications

Statement of Compliance	Specification																																						
<p><b>Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each specification.</b></p> <p>Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(iii)</p>	<p>Three (3) Lots Appraisal of Real Properties, Machines/Equipment and Other Loan Collaterals of 10,997 Job Orders located in Luzon, National Capital Region (NCR), Visayas and Mindanao for CY 2018-2021:</p> <p>Lot 1: Northern and Central Luzon</p> <table border="1"> <thead> <tr> <th>Classification</th> <th>Turn Around Time / Banking Days</th> <th>Total No. of Job Orders</th> </tr> </thead> <tbody> <tr> <td>Simple</td> <td>5 Days</td> <td>1,387</td> </tr> <tr> <td>Semi-Complex</td> <td>7 Days</td> <td>1,387</td> </tr> <tr> <td>Complex</td> <td>10 Days</td> <td>575</td> </tr> <tr> <td>Mega Complex</td> <td>15 Days</td> <td>7</td> </tr> <tr> <td colspan="2">TOTAL</td> <td>3,356</td> </tr> </tbody> </table> <p>Lot 2: Southern and National Capital Region</p> <table border="1"> <thead> <tr> <th>Classification</th> <th>Turn Around Time / Banking Days</th> <th>Total No. of Job Orders</th> </tr> </thead> <tbody> <tr> <td>Simple</td> <td>5 Days</td> <td>1,773</td> </tr> <tr> <td>Semi-Complex</td> <td>7 Days</td> <td>2,194</td> </tr> <tr> <td>Complex</td> <td>10 Days</td> <td>211</td> </tr> <tr> <td>Mega Complex</td> <td>15 Days</td> <td>7</td> </tr> <tr> <td colspan="2">TOTAL</td> <td>4,185</td> </tr> </tbody> </table>			Classification	Turn Around Time / Banking Days	Total No. of Job Orders	Simple	5 Days	1,387	Semi-Complex	7 Days	1,387	Complex	10 Days	575	Mega Complex	15 Days	7	TOTAL		3,356	Classification	Turn Around Time / Banking Days	Total No. of Job Orders	Simple	5 Days	1,773	Semi-Complex	7 Days	2,194	Complex	10 Days	211	Mega Complex	15 Days	7	TOTAL		4,185
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Please state here either  
 "Comply" or "Not Comply"

Classification	Turn Around Time / Banking Days	Total No. of Job Orders
Simple	5 Days	1,776
Semi-Complex	7 Days	1,497
Complex	10 Days	176
Mega Complex	15 Days	7
TOTAL		3,456

NOTES:

- Breakdown of Job Orders by Classification per attached Annex A.
- Scope of Works and Other Requirements per attached Revised Terms of Reference (Annexes B-1 to B-7).
- The following documents must be submitted and enclosed inside the eligibility/ technical envelope:
  - Company Profile;
  - Professional Regulations Commission (PRC) license for Real Estate Appraiser (REA) of Key Officers and/or Authorized Signatories in the Appraisal Report;
  - Certificate of Membership with locally registered appraisal association/s which adheres to the appraisal standards set by the Philippine Valuation Standard (PVS) and the International Valuation Standard (IVS);
  - List of at least twenty five (25) personnel (management team and technical staff) and their respective curriculum vitae with at least five (5) years experience in appraisal works and with the capacity of handling nationwide appraisal of Bank collaterals and properties;
  - Certificate of Satisfactory Performance (for completed contracts) or Certificate of No Delay Projects (for ongoing contracts) issued by at least five (5) local clients including LANDBANK (if applicable) for the past three (3) years not earlier than thirty (30) calendar days prior to the deadline of submission of bid; and
  - Audited Financial Statements for the past three (3) years (2015, 2016 and 2017).

Conforme:

Name of Bidder

Signature over Printed Name of  
 Authorized Representative

Position



## Checklist of Bidding Documents for Procurement of Goods and Services

Documents should be arranged as per this Checklist. Kindly provide folders or guides, dividers and ear tags with appropriate labels.

The Technical Component (First Envelope) shall contain the following:

1. Duly notarized Secretary's Certificate attesting that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, if the prospective bidder is a corporation, partnership, cooperative, or joint venture (sample form - Form No.7).
2. Duly notarized Omnibus sworn statement (sample form - Form No.6).
3. Eligibility requirements

- **Legal Document**

3.a PhilGEPS Certificate of Registration (Platinum Membership). All documents enumerated in its Annex A must be updated; or

3.b Class "A" eligibility documents as follows:

- Registration Certificate from SEC, Department of Trade and Industry (DTI) for Sole Proprietorship, or CDA for Cooperatives, or any proof of such registration as stated in the Bidding Documents;
- Valid and current mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located; and
- Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

- **Technical / Financial Documents**

3.c Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDS prescribed by the GPPB. (sample form - Form No. 3). The duly signed form shall still be submitted even if the bidder has no on-going contract.

3.d Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least fifty percent (50%) of the ABC for this project and the largest of these similar contracts must be equivalent to at least half of the percentage of the ABC supported with contract/purchase order, end-user's acceptance or official receipt(s) issued for the contract, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDS prescribed by the GPPB. (sample form - Form No. 4).

3.e The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.

3.f The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).

3.g Valid joint venture agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

3.h Company Profile.

3.i Professional Regulations Commission (PRC) license for Real Estate Appraiser (REA) of Key Officers and/or Authorized Signatories in the Appraisal Report.

3.j Certificate of Membership with locally registered appraisal associations which adheres to the appraisal standards set by the Philippine Valuation Standard (PVS) and the International Valuation Standard (IVS).

3.k List of at least twenty five (25) personnel (management team and technical staff) and their respective curricula vitae with at least five (5) years experience in appraisal works and with the capacity of handling nationwide appraisal of Bank collaterals and properties.

3.l Certificate of Satisfactory Performance (for completed contracts) or Certificate of No Delay Projects (for ongoing contracts) issued by at least five (5) local clients including LANDBANK (if applicable) for the

past three (3) years not earlier than thirty (30) calendar days prior to the deadline of submission of bid.

3.m Audited Financial Statements for the past three (3) years (2015, 2016 and 2017).

4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);

5. Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.

6. Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative.

7. Post-Qualification Documents – (Non-submission of these documents during the bid opening shall not be a ground for the disqualification of the bidder):

7.a Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550 Q) VAT or Percentage Tax Returns for the last two (2) quarters filed manually or through the BIR Electronic Filing and Payment System (EFPS);

7.b Income Tax Return for 2017 filed manually or through EFPS.

**The Financial Component (Second Envelope) shall contain the following:**

1. Duly filled out Bid Form signed by the bidder's authorized representative (sample form - Form No.1)

2. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)



**CLASS C**

**PROPOSED OUTSOURCING OF APPRAISAL OF EXISTING BANK COLLATERALS AND PROPERTIES FOR VARIOUS LBP UNITS SCHEDULED FOR UPDATING FOR THE YEAR 2018 TO 2021 THRU THIRD PARTY APPRAISER (TPA)**

**TERMS OF REFERENCE**

**A. COVERAGE:**

The real estate and other collaterals subject of updating from years 2018 to 2021 thru third-party appraisal (TPA) shall cover three (3) major areas (3-lots) adopting a "BID-ALL-WIN-TWO" scheme. Should a bidder be the lowest and responsive for the three (3) lots, the same will only be awarded with two (2) lots at the option of the winning bidder.

These collaterals and properties are composed of real estate mortgages (retail housing and housing development projects, townhouses, condos, condos/hotels, vacant lots, subdivision lots, commercial/institutional development projects, complex civil works projects, cottage-industry projects, warehouse, integrated agro-industrial projects, renewable energy projects, complex plant, among others), chattel mortgage (e.g., machineries, equipment, vehicles and vessels); and Real and Other Property Assets (ROPAs).

**B. QUALIFICATION OF APPRAISAL COMPANIES:**

DOCUMENTARY REQUIREMENTS	QUALIFICATION REQUIREMENTS
<ul style="list-style-type: none"> <li>✓ Company Profile</li> <li>✓ Professional Regulations Commission (PRC) license for Real Estate Appraiser (REA)</li> <li>✓ Certificate of Membership with locally registered appraisal association/s which adheres to the appraisal standards set by the Philippine Valuation Standard (PVS) and the International Valuation Standard (IVS)</li> </ul>	<ol style="list-style-type: none"> <li>1. Key Officers and/or authorized signatories in the appraisal report</li> </ol>
<ul style="list-style-type: none"> <li>✓ List of Employees and their respective Curriculum Vitae</li> </ul>	<ol style="list-style-type: none"> <li>2. Manpower                     <ul style="list-style-type: none"> <li>• Minimum of twenty five (25) personnel (management team and technical staff)</li> <li>• With five (5) years experience in appraisal works</li> <li>• Capacity in handling nationwide appraisal of bank collaterals &amp; properties</li> </ul> </li> </ol>
<ul style="list-style-type: none"> <li>✓ Certificate of Satisfactory Performance for completed projects issued not earlier than 30 days prior to the deadline for submission of bid</li> <li>✓ Certificate of No Pending Project for on-going projects issued not earlier than 30 days prior to the deadline for submission of bid</li> </ul>	<ol style="list-style-type: none"> <li>3. Technical                     <ul style="list-style-type: none"> <li>• Minimum of five (5) local clients including Land Bank for the past three (3) years</li> </ul> </li> </ol>

**PROPOSED OUTSOURCING OF APPRAISAL OF EXISTING BANK COLLATERALS AND PROPERTIES FOR VARIOUS LBP UNITS SCHEDULED FOR UPDATING FOR THE YEAR 2018 TO 2021 THRU THIRD PARTY APPRAISER (TPA)**

<p>4. Financial Soundness</p> <ul style="list-style-type: none"> <li>• Have profitable business operations for the past three (3) years</li> </ul>	<p>✓ Audited Financial Statements for the past three (3) years (2015/2016/2017)</p>
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**C. DETAILED STATEMENT OF RESPONSIBILITIES:**

**Land Bank of The Philippines (LBP) shall:**

1. Ensure that all documents (photocopies of titles – OCT/TC/CT, tax declarations & copy of location maps, Official Receipt/Certification of Registration for Chattel Mortgage) of the subject properties are properly transmitted and/or endorsed to the winning appraisal companies/TPAs.
2. Evaluate the request for variation order, time extension, if any, submitted by the winning appraisal companies or TPAs for deliberation and action by the Head Office Bids & Awards Committee (HOBAC) and approved in accordance with the Codified Approving and Signing Authority (CASA) of the Bank.
3. Evaluate billing requests and facilitate recommendation for payment to the Administrative & Accounting Department (AAD).
4. Validate the TPA appraisal report and if found to be incorrect and insufficient as to the veracity, accuracy, and acceptability of their property valuation. LBP reserves the right to hold the appraisal companies/TPAs liable for any costs, damages, suits or claims that may arise as a result of such incorrect or insufficient appraisal report.

5. The reflected number of properties in the breakdown is assumed to be based on separate locations (by default) for purposes of bidding. However, prior to the endorsement of various documents for appraisal to the winning bidder/TPA, i.e. titles, tax declaration and lot plan, the Bank may adjust the composition of the Job Orders' amount to arrive at the TPA's adjusted appraisal fee, if found acceptable by the Bank. The adjustments may only be done by the Bank when properties involved are found to be contiguous to be treated as bundled property or have improvements/additional improvements based on given titles, lot plan, tax declaration, and previous appraisal reports. **Adjustments shall be based on the degree of complexity in conducting the appraisal.**

**Appraisal Companies/TPAs shall:**

1. Complete the assigned TPA appraisal reports within the turn-around-time (working days) depending on the **degree of complexity of the appraisal, i.e., 5-days for Simple, 7-days for Semi-Complex, 10-days for Complex; and 15-days for Mega-Complex**, reckoned from the date following the day of receipt and acceptance by the appraisal company of the Job Order (JO) issued by PVCID with attached supporting documents, including the Letter of Authority (LOA) to inspect the property, and Subdivision Entry Pass.

**PROPOSED OUTSOURCING OF APPRAISAL OF EXISTING BANK COLLATERALS AND PROPERTIES FOR VARIOUS LBP UNITS SCHEDULED FOR UPDATING FOR THE YEAR 2018 TO 2021 THRU THIRD PARTY APPRAISER (TPA)**

2. Submit two original copies (1 hard copy and 1 PDF file) of the final report to the Bank thru PVCID.
3. **Immediately verify or confirm the authenticity of titles and other legal documents necessary for the completion of the TPA appraisal report without additional charge to the Bank.**
4. Indemnify the Bank for any loss, damage, injury, or claims of whatever nature that Land Bank may suffer as a result of an incorrect or insufficient appraisal report.

**D. MANNER OF PAYMENT:**

1. Payment to TPA shall be based on the ACTUAL services rendered and/or actual number of Job Orders (JO) endorsed and upon satisfaction of the Bank's requirements (Terms of Reference (TOR) and Purchase Order (P.O.) and acceptance of complete appraisal reports by PVCID. Otherwise, the same shall not be processed for payment.
2. Billing statements, together with the appraisal report, complete with supporting documents (i.e. original copy of TPA's transmittal letter of its appraisal report bearing PVCID's receipt date and signature; copy of LBP's transmittal/endorsement to TPA with its representative's signature of acceptance and date of receipt from the Bank; and TPA letter request for extension, if any) shall be submitted by the TPA within the specified turn-around time to avoid penalty.

3. Incomplete TPA appraisal report due to circumstances/events beyond the control of the appraisal company (e.g. site has issue on peace and order, exact location of the property cannot be accurately pinpointed, property is already under CARP, no access roads going to the subject property, absence of contact person at site) shall be computed for payment based on the actual travelling expenses (inclusive of per diem) incurred by the TPA, but not to exceed the bid amount per account, as evaluated by PVCID.
4. Endorsed accounts with complete appraisal reports and already submitted to the Bank but were afterwards cancelled by Requesting Unit shall still be paid by the Bank thru the recommendation of PVCID and charged to the Requesting Unit.

5. Endorsed accounts with property already inspected and due for submission of reports but already beyond the due date (overdue) and were later cancelled by the Requesting Unit shall no longer be paid by the Bank as evaluated by PVCID.
6. Payment for the late submission of TPA's appraisal report shall be charged a penalty of Php500.00 per working day of delay per report submitted. In case of returned appraisal reports for correction, TPAs shall submit the revised appraisal reports to PVCID within three (3) working

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days upon receipt of the Letter of Advice from PVCID, otherwise, penalty of P500.00 per working day per report shall be applied.

7. Cost for additional copy of the TPA appraisal report when requested by PVCID shall be P2.00 per page to defray TPA's printing cost.

**E. WORK COMPLETION TIME:**

1. In case appraisal companies/TPAs encounter delay in the conduct of appraisal due to unforeseen/fortuitous events, the TPA shall within two (2) working days after encountering such delay, submit to PVCID a written request for time extension indicating therein the cause of delay and the requested contract time extension. In no case shall the request for extension be filed beyond the specified TAT (subject for evaluation and approval by the Bank). Failure by the appraisal companies/TPAs to comply with this requirement shall be adequate reason for PVCID not to recommend time extension.

2. Should the conduct of appraisal be delayed by any act or omission/cancellation of or by any additions or alterations in the work ordered by PVCID, the appraisal companies/TPAs shall be granted time extension upon receipt of a Letter of Advice from PVCID to that effect.

**F. TERMINATION OF CONTRACT:**

1. The Bank has the right to terminate the contract should there be **unsatisfactory performance** by the awarded appraisal companies/TPAs within the covered period and may award the same to the second lowest and responsive bidder/TPA to complete the contract. Termination of contract shall be based on the provisions of the Instruction to Bidders (ITB). **Unsatisfactory performance** of the TPA shall cover the following:

- a) If within six (6) months, the delay in submission of appraisal reports is computed to be fifty per cent (50%) of the total accounts per area endorsed by the Bank to the TPA;
- b) If it incurs five (5) instances of delayed pick up of documents necessary for appraisal reports from the Bank's formal advice, i.e. fax or email, to the TPA; and
- c) If it incurs three (3) instances of inaccurate appraisal reports validated vis-a-vis Bank-adapted appraisal standards (Philippine Valuation Standards and International Valuation Standards [PVS & IVS]), i.e. misidentified properties, material variance in the areas of properties (land and/or building), variance in the property/equipment/machineries descriptions, among others.

2. The contract for outsourced appraisal services may be terminated by any of the herein parties by reason of non-compliance with any of its provisions. The parties agree that any legal action arising from the contract shall be submitted to the exclusive jurisdiction of the Courts of City of Manila, Philippines.



**CLASS C**

**PROPOSED OUTSOURCING OF APPRAISAL OF EXISTING BANK COLLATERALS AND  
PROPERTIES FOR VARIOUS LBP UNITS SCHEDULED FOR UPDATING FOR THE YEAR 2018 TO  
2021 THRU THIRD PARTY APPRAISER (TPA)**

RED FONT – inputs from HOBAC Secretariat

GREEN FONT – inputs from the Dept. Head (PVCID)