

**LAND BANK OF THE PHILIPPINES**  
**Procurement Department**  
24<sup>th</sup> Floor, LANDBANK Plaza Bldg.  
1598 M.H. Del Pilar corner Dr. J. Quintos Sts.,  
Malate, Manila

**REQUEST FOR PROPOSAL**

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

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



We would like to request for your proposal for **Lease of Office and Parking Spaces for Maharlika Investment Corporation (MIC)** under the following terms and conditions:

1. Price proposal should be indicated in the prescribed form which is page 2 of this Request for Proposal (RFP). All entries in the Price Proposal Form must be typed or written legibly.
2. Proposals exceeding the approved budget are disqualified.
3. All prices quoted shall be valid within **120 days** from the date of quotation/proposal and shall be inclusive of all taxes, freight, insurance and other charges.
4. All proposals shall be considered fixed prices, and therefore not subject to price adjustment, and escalation during contract implementation.
5. The proposal with complete documentary requirements shall be **submitted in sealed price proposal at LANDBANK or password-protected price proposal in compressed archived folder at [procd@landbank.com](mailto:procd@landbank.com) in case of electronic submission\***, not later than **9:00 A.M. on 02 September 2025**. Please confirm receipt of your submission during banking days from 8:00 A.M. to 5:00 P.M. with **Procurement Department/Contact Nos. 8405-7749 and 8522-0000 locals 2293, 2948 & 4297**. **Only proposals submitted on or before the deadline shall be accepted.**

\*For electronic submission of price proposal, the password for accessing the same will be disclosed by the prospective lessor on a specified date (Not later than **9:00 A.M. on 02 September 2025**) which may be done in person or face to face through videoconferencing, webcasting or similar technology.

6. The winning lessor is required to return the signed copy of the Notice of Award within seven (7) calendar days from receipt thereof. Otherwise, MIC shall cause the cancellation of the award.
7. Payment shall be through direct credit to lessor's deposit account with LANDBANK. Lessors shall maintain a deposit account with any LANDBANK Branches *where the proceeds of its billings under the resulting contract shall be credited.*  
  
*[Pursuant to Malacañang Executive Order No. 170 (Re: Adoption of Digital Payments for Government Disbursements and Collections) issued on 12 May 2022, directing all government agencies to utilize safe and efficient digital disbursement in the payment of goods, services and other disbursements, all payments for the resulting contract shall be through direct credit to the supplier's deposit account]*
8. MIC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions it may deem proper.
9. This procurement project is subject to the provisions of the applicable procurement laws, guidelines and policies.

Thank you.

  
**AUXILLADOR AVITUS D. DOFELIZ**  
Head 



To : LAND BANK OF THE PHILIPPINES  
Bids & Awards Committee for Goods and Infrastructure  
Thru: Procurement Department  
24th Floor, LANDBANK Plaza Bldg.  
1598 M.H. Del Pilar corner Dr. J. Quintos Sts.  
Malate, Manila

PRICE PROPOSAL FORM

We hereby offer our available office and parking spaces specifically described below with our price quotation/s shown opposite the item/s. We certify that we have carefully read and accepted your Terms and Conditions stated on page 1 of the Request for Proposal. We further certify that we are the Lessor/owner of the item(s) described below, and that at least 60% thereof is owned by Filipino citizens, subject to your verification when required.

Item/s & Description	Approved Budget for the Contract (ABC) Php 152,000,000.00	
	Unit Cost	Total Cost
	(Inclusive of all applicable taxes)	
Lease of Office and Parking Spaces for Maharlika Investment Corporation (MIC)	Refer to Price Breakdown (Annex A)	Php_____

Terms and conditions for this quotation:

- Price breakdown should be submitted using the attached Price Proposal Form (Annex A). Absence of price breakdown may be a ground for disqualification in the award contract.
- MIC Terms of Reference per attached Annexes B1 to B6.
- The real property being offered by the lessor with the Single or Lowest Calculated Proposal shall be rated in accordance with the MIC Technical Requirements using the attached Table of Rating Factors per attached Annexes C1 to C6. A Bid shall be determined to be responsive if it is equal or higher than the passing rate indicated in the Table of Rating Factors. The reasonableness of the price quotation shall be determined in accordance with the methodology prescribed in Appendix B of the 2016 Revised Implementing Rules and Regulations.
- Contract Duration: Five (5) Years upon receipt of Notice to Proceed.
- The following documents must be submitted together with the price quotation:
  - Breakdown of Prices using the attached Price Proposal Form (Annex A).
  - Valid and current Mayor's or Business Permit issued by the City or Municipality where the principal place of business of the prospective supplier is located. In case of recently expired Mayor's Permit, it shall be accepted together with the official receipt as a proof that the supplier has applied for its renewal.
  - PhilGEPS Registration Number.
  - Omnibus Sworn Statement (form attached).
  - BIR Certificate of Registration.
  - Board Resolution or Secretary's Certificate of Authorized Signatory issued by CorSec of Lessor.
  - Annual Income/Business Tax Return for previous year and Business Tax Returns for the last two (2) quarters filed manually or through EFPS.
  - Complete Building floor plans indicating rentable space in shaded colors.
  - Certificate of Occupancy of building or appropriate approved documents showing construction date or age of building.
  - Complete description of building as to type, kind and class including its component parts and facilities such as, but not limited to, parking areas, elevators, air-conditioning system, firefighting equipment, etc.
  - Vicinity Map.
  - Master Deed with Declaration of Restrictions, in case of lease/rental of office condominiums.

Registered Business Name

Signature over Printed Name of Authorized Representative

Position Title

Address

Tel. No./Mobile No.

Email Address

**PRICE PROPOSAL FORM**

**BREAKDOWN OF PRICES FOR LEASE OF REAL PROPERTY**

Lessor: \_\_\_\_\_

<b>Office Space</b>					
Year	Unit Price		Quantity	Monthly Rate	No. of Months
	(Rate per square meter)		(Floor Area)		
	VAT exclusive	VAT Inclusive	Square meter	VAT inclusive	VAT inclusive
1 <sup>st</sup> Year					12
2 <sup>nd</sup> Year					12
3 <sup>rd</sup> Year					12
4 <sup>th</sup> Year					12
5 <sup>th</sup> Year					12
<b>TOTAL</b>					<b>60</b>

Parking Slots						
Year	Unit Price		No. of Slots	Monthly Rate	No. of Months	Total Rent per Year
	(Rate per square meter)			VAT inclusive		VAT inclusive
	VAT exclusive	VAT Inclusive				
1 <sup>st</sup> Year					12	
2 <sup>nd</sup> Year					12	
3 <sup>rd</sup> Year					12	
4 <sup>th</sup> Year					12	
5 <sup>th</sup> Year					12	
TOTAL					60	

<b>Association Dues</b>					
Year	Unit Price		Quantity	Monthly Rate	No. of Months
	(Rate per square meter)		(Floor Area)		
	VAT exclusive	VAT Inclusive	Square meter	VAT inclusive	VAT inclusive
1 <sup>st</sup> Year					12
2 <sup>nd</sup> Year					12
3 <sup>rd</sup> Year					12
4 <sup>th</sup> Year					12
5 <sup>th</sup> Year					12
<b>TOTAL</b>					<b>60</b>

<b>Aircon Dues</b>					
Year	Unit Price		Quantity	Monthly Rate	No. of Months
	(Rate per square meter)		(Floor Area)		
	VAT exclusive	VAT Inclusive	Square meter	VAT inclusive	VAT inclusive
1 <sup>st</sup> Year					12
2 <sup>nd</sup> Year					12
3 <sup>rd</sup> Year					12
4 <sup>th</sup> Year					12
5 <sup>th</sup> Year					12
<b>TOTAL</b>					<b>60</b>

<b>Security Deposit</b>					
Year	Monthly Rate Indicate if VAT inclusive or exclusive			No. of Months	Total Security Deposit Indicate if VAT inclusive or exclusive
1 <sup>st</sup> Year					
<b>TOTAL</b>					

**TOTAL PAYMENT**

Notes:

1. Target Lease Term: 2025 to 2030 [Five (5) Years]
2. Floor Area: At least 890.00 sqm
3. Exclusive of utilities (Electrical and Water Meters for MIC's exclusive use)

\_\_\_\_\_  
**Registered Business Name**

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

\_\_\_\_\_  
**Position Title**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Tel. No./Mobile No.**

\_\_\_\_\_  
**Email Address**

**ANNEX A**



## **TERMS OF REFERENCE PROCUREMENT FOR THE LEASE OF OFFICE SPACE (SECOND OFFICE)**

### **I. Background**

#### **a. General Overview of the Procurement Project**

Since its inception last FY 2023, the MIC has continuously expanded its operations and we saw our manpower complement grow exponentially in the past few months from nineteen (19) personnel as of December 2024, thirty three (33) personnel as of end of the first quarter of FY 2025 and as of 22 May 2025, we have forty-three (43) contract of service personnel.

In addition to the existing manpower complement, hiring of contract of service personnel is still ongoing and the first batch of approved plantilla positions of the Corporation are already posted and active in MIC's website and the Human Resource Department has already received a lot of applications for the vacant positions.

With the current manpower complement and the anticipated influx of additional personnel in the next few months, the approximately eight hundred ninety-one square meter (891sqm) office space of MIC located at the 29th Floor of the ORE Central Towers, Bonifacio Global City, Taguig City, will not be sufficient to accommodate these incoming contract of service and regular personnel.

Aside from the above-mentioned, requirement for additional conference rooms was determined to be necessary as meetings with potential partners and/or stakeholders are becoming more frequent and scheduling has become a challenge due to the limited number of available conference rooms.

#### **b. Brief description**

The MIC intends to lease additional/second office space to address the operational needs/requirements of the Corporation.

### **II. Mode of Procurement**

The proposed mode of procurement is Negotiated Procurement: Lease of Real Property or Venue under Section 53.10 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 or Section 35.9 of the IRR of RA No. 12009.



### III. Technical Requirements

Notes: Requirements with asterisk (\*) are mandatory and failure to comply with the same shall be an automatic ground for disqualification.

Point Score	RATING FACTORS	Weight
	<b>I. LOCATION AND SITE CONDITION – 40%</b>	
	1. Accessibility	50%
10	Property is within the same building as MIC's existing office located at 29 <sup>th</sup> Flr, ORE Central Bldg., 31 <sup>st</sup> St., corner 9 <sup>th</sup> Avenue, Bonifacio Global City, Taguig City	
2	The location of the property is within a 500-meter radius distance from MIC's existing office located at 29 <sup>th</sup> Flr, ORE Central Bldg., 31 <sup>st</sup> St., corner 9 <sup>th</sup> Avenue, Bonifacio Global City, Taguig City	
0	The location of the property is beyond the 500-meter radius distance from MIC's existing office located at 29 <sup>th</sup> Flr, ORE Central Bldg., 31 <sup>st</sup> St., corner 9 <sup>th</sup> Avenue, Bonifacio Global City, Taguig City	
	2. Topography and Drainage	10%
10	Property is located in a flood-free area with a sufficient and properly installed drainage system	
0	Property located in a flood-prone area without a sufficient and properly installed drainage system	
	3. Sidewalk and Waiting Shed	5%
10	With provision of substantial pedestrian sidewalks and waiting sheds	
5	With provision of some pedestrian sidewalks and waiting sheds	
0	Absence of substantial pedestrian sidewalks and waiting sheds	
	4. Parking Space	10%
10	With provision of more than 9 parking spots accessible 24/7	
5	With provision of 9 parking spots accessible 24/7	
0	With provision of less than 9 parking spots accessible 24/7	
	5. Economic Potential	10%
10	The building/property must be strategically located in a commercial or business district and/or classified as mixed use building	
5	The building/property is not strategically located in a commercial or business district and/or classified as mixed use building	
	6. Land Classification, Utilization and Assessment	10%
10	The property can cater and be suitable to the workplace conditions required by MIC and must be ready for occupancy and use from July 2025 until June 2030	
5	The property can cater and be suitable to the workplace conditions required by MIC but needs minor adjustments to be ready occupancy and use from July 2025 until June 2030	
0	The property does not cater and is not suitable to the workplace conditions required by the MIC and is not ready for occupancy and use from July 2025 until June 2030	
	7. Other Amenities - Telecommunications	5%
10	With available telephone and data communications facilities	
5	No available telephone and data communications facilities	
	<b>TOTAL LOCATION AND SITE CONDITION</b>	<b>100%</b>

Point Score	RATING FACTORS	Weight
	<b>II. NEIGHBORHOOD DATA – 10%</b>	
	1. Prevailing Rental Rate*	20%
10	*The total rent rate for the property must not be more than the indicated ABC. The rental rates shall be inclusive of office rent, management fees, advance payment that is, advance rent and security deposit, charges for the exclusive parking, AC maintenance, VAT and all other fees, charges and taxes	



0	The total rent rate for the property exceeded the indicated ABC – Grounds for Disqualification	
	<b>2. Sanitation and Health Condition</b>	<b>15%</b>
10	Proper waste management system such as regular garbage collection and with Sanitary Permit from the appropriate authority	
0	Unkept environment and may have hazardous wastes from nearby establishments (factories, hospitals, funeral parlors, etc.)	
	<b>3. Adverse Influence</b>	<b>15%</b>
10	Property is away from informal settlements and manufacturing areas with sensitive products or any neighboring facilities as potential sources of toxic/hazardous substances/materials, and must be distant from apparent areas that may cause disturbances in the workplace.	
0	Property is near from informal settlements and manufacturing areas with sensitive products or any neighboring facilities as potential sources of toxic/hazardous substances/materials, and to apparent areas that may cause disturbances in the workplace.	
	<b>4. Property Utilization</b>	<b>15%</b>
10	As the property is to be utilized as an office space by a Government Office, its highest and best use shall be as commercial building fit and equipped for business and office work	
8	The property is equipped for business/operation but not ready for occupancy	
6	The property is partly equipped for business/operation and not ready for occupancy	
0	The property is not equipped for business/operation and not ready for occupancy	
	<b>5. Police and Fire Station</b>	<b>15%</b>
10	100 meters away from the police/fire station	
8	200 meters away from the police/fire station	
6	300 meters away from the police/fire station	
4	400 meters away from the police/fire station	
2	500 meters away from the police/fire station	
0	More than 500 meters away from the police/fire station	
	<b>6. Cafeterias</b>	<b>10%</b>
10	Property is located near at least 3 food establishments/cafeterias/restaurants	
8	Property is located near at least 2 food establishments/cafeterias/restaurants	
6	Property is located near at least 1 food establishments/cafeterias/restaurants	
0	Property is not located near food establishments/cafeterias/restaurants	
	<b>7. Banking/Postal/Telecommunications</b>	<b>10%</b>
10	Property is located near necessary establishments (i.e. banks, hospitals, etc.)	
0	Property is not located near necessary establishments (i.e. banks, hospitals, etc.)	
	<b>TOTAL NEIGHBORHOOD DATA</b>	<b>100%</b>

Point Score	RATING FACTORS	Weight
	<b>III. REAL ESTATE – 40%</b>	
	<b>1. Structural Condition</b>	<b>14%</b>
10	Building is constructed within 5 years from date of submission and in good condition	
8	Building is constructed more than 5 years but less than 10 years from date of submission and in good condition	
6	Building is constructed more than 10 years but less than 15 years from date of submission and in good condition	
4	Building is constructed more than 15 years but less than 20 years from	



	date of submission and in good condition	
2	Building is constructed more than 20 years but less than 25 years from date of submission and in good condition	
0	Building is more than 25 years old and in good condition	
	2. Functionality	
	2.a. Module	7%
10	The property complies to the following minimum specifications: -Standard fire protection system -Generator sets for IT requirements and workstations/computer sets -Accessible to the main thoroughfare by mass transits	
0	The property fail to comply to the following minimum specifications: -Standard fire protection system -Generator sets for IT requirements and workstations/computer sets -Accessible to the main thoroughfare by mass transits	
	2.b. Room Arrangement	7%
10	Fully furnished, ready for occupancy	
5	Warm shell, ready for occupancy	
0	Warm shell, not ready for occupancy	
	2.c. Light and Ventilation	7%
10	With sufficient light or ventilation	
0	No sufficient light and ventilation	
	2.d. Space Requirements*	20%
10	*Property must be sufficient for the MIC's area requirement (At least 890 sqm)	
0	Property is not sufficient for the MIC's area requirement (At least 890 sqm) – Automatically disqualified if below the minimum required area	
	3. Facilities	
	3.a. Water supply and toilet	7%
10	With sufficient water supply and with provision for male and female comfort rooms.	
6	With sufficient water supply and with provision for common comfort rooms.	
0	No sufficient water supply	
	3.b. Electrical and electronic system	7%
10	Property includes provision of sufficient electrical and lighting fixtures, outlets, switches, telephone jacks, and terminals, and in good working condition	
0	Property does not include provision for sufficient electrical and lighting fixtures, outlets, switches, telephone jacks, and terminals, and in good working condition	
	3.c. Elevator	7%
10	Property provides elevators that are accessible 24/7 for MIC personnel, stakeholders, and visitors	
0	Property provides elevators that are not accessible 24/7 for MIC personnel, stakeholders, and visitors	
	3.d. Fire escapes	7%
10	With existing fire escapes	
6	With provision to install fire escape	
0	No existing/provision for fire escape	
	3.e. Firefighting equipment	7%
10	Fire protection equipment is fully installed in close proximity to the office space compliant with the latest Fire Code of the Philippines	
0	Absence of fire protection equipment in close proximity to the office space compliant with the latest Fire Code of the Philippines	
	4. Other requirements	
	4.a. Maintenance	5%



10	Provision of Operations and Maintenance Services and Programs for building equipment, common areas, and facilities such as but are not limited to air-conditioning, electrical facilities, fire and detection alarm system, water distribution system, plumbing and sewage systems, mechanical systems, common area janitorial and pest control services, garbage collection services, etc.	
6	Provision of some Operations and Maintenance Services and Programs for building equipment, common areas, and facilities	
0	Absence of Operation and Maintenance Services and Programs for building equipment, common areas and facilities	
	4.b. Attractiveness	5%
10	Building appearance is suitable for government services	
0	Building appearance is not suitable for government services	
	<b>TOTAL REAL ESTATE</b>	<b>100%</b>

Point Score	RATING FACTORS	Weight
	<b>IV. FREE SERVICES AND FACILITIES – 10%</b>	
	1. Janitorial and Security	25%
10	Janitorial and security services in common-use areas/ common areas near the office to be shouldered by the Lessor	
0	Janitorial and security services in common-use areas/ common areas near the office space to be shouldered by the Agency	
	2. Airconditioning	25%
10	Presence of air conditioning unit in the office space	
0	Absence of air conditioning unit in the office space	
	3. Repair and Maintenance	20%
10	MIC shall be allowed to propose and execute office fit-out projects, facility repairs and improvements	
0	MIC is not allowed to propose and execute office fit-out projects, facility repairs and improvements	
	4. Water and Light Consumption	15%
10	Power meters and water meters or consumption computation for electrical system and water supply exclusively for the use of MIC	
0	Shared power meters and water meters	
	5. Secured Parking Space	15%
10	Building has free secured parking space	
8	Building has no free secured parking space	
	<b>TOTAL FREE SERVICES AND FACILITIES DATA</b>	<b>100%</b>

SUMMARY		
RATING FACTORS	WEIGHT	RATING
I. Location And Site Condition	40%	x (.40) =
II. Neighborhood Data	10%	x (.10) =
III. Real Estate	40%	x (.40) =
IV. Free Services and Facilities	10%	x (.10) =
<b>TOTAL</b>	<b>100%</b>	
<b>PASSING RATE</b>		<b>9.00 points</b>

The submitted proposals shall be evaluated based on the scoring criteria provided above and shall be rated based on the assigned points. The passing rate shall be nine (9) points.

Other terms and conditions:

- A. The lease contract shall be for a period of five (5) years which shall commence upon Lessor's receipt of Purchase Order or Notice to Proceed and MIC's occupancy of the property which is intended to start on July 2025 until June 2030. The contract may be



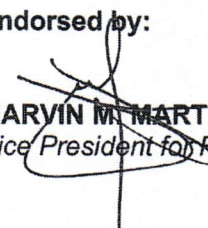
renewed subject to applicable law, rules and regulations on renewal of contracts. Proposals which offer contract duration below five (5) years shall automatically be disqualified.

- B. The lessor must provide at least eight hundred ninety (890) square meters of leased premises within a single building. Proposals below the 890sqm shall automatically be disqualified.
- C. The proposals shall be evaluated based on the Table of Rating Factors approved by the Maharlika Investment Corporation.
- D. The MIC reserves the right to reject any and all proposals, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with the applicable government procurement laws, rules and regulations without thereby incurring any liability to the affected lessor.

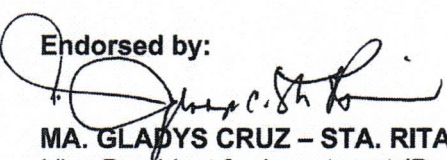
**Prepared by:**

**PHILIPPE D. CORTES**  
*Procurement Head*

**Endorsed by:**

  
**MARVIN M. MARTIJA**  
*Vice President for Finance*

**Endorsed by:**

  
**MA. GLADYS CRUZ - STA. RITA**  
*Vice President for Investment (Power)  
Special Assistant to the PCEO for Operations*

**Approved by:**

  
**RAFAEL D. CONSING, JR.**  
*President and Chief Executive Officer*

**TABLE OF RATING FACTORS FOR LEASE OF REAL PROPERTY**

Notes: Requirements with asterisk (\*) are mandatory and failure to comply with the same shall be an automatic ground for disqualification.

LOCATION AND SITE CONDITION		Lessor:		
Point Score	RATING FACTORS	Weight	Rating	Weighted Score
	<b>I. LOCATION AND SITE CONDITION – 40%</b>			
	<b>1. Accessibility</b>	<b>50%</b>		
10	Property is within the same building as MIC's existing office located at 29 <sup>th</sup> Flr, ORE Central Bldg., 31 <sup>st</sup> St., corner 9 <sup>th</sup> Avenue, Bonifacio Global City, Taguig City			
2	The location of the property is within a 500-meter radius distance from MIC's existing office located at 29 <sup>th</sup> Flr, ORE Central Bldg., 31 <sup>st</sup> St., corner 9 <sup>th</sup> Avenue, Bonifacio Global City, Taguig City			
0	The location of the property is beyond the 500-meter radius distance from MIC's existing office located at 29 <sup>th</sup> Flr, ORE Central Bldg., 31 <sup>st</sup> St., corner 9 <sup>th</sup> Avenue, Bonifacio Global City, Taguig City			
	<b>2. Topography and Drainage</b>	<b>10%</b>		
10	Property is located in a flood-free area with a sufficient and properly installed drainage system			
0	Property located in a flood-prone area without a sufficient and properly installed drainage system			
	<b>3. Sidewalk and Waiting Shed</b>	<b>5%</b>		
10	With provision of substantial pedestrian sidewalks and waiting sheds			
5	With provision of some pedestrian sidewalks and waiting sheds			
0	Absence of substantial pedestrian sidewalks and waiting sheds			
	<b>4. Parking Space</b>	<b>10%</b>		
10	With provision of more than 9 parking spots accessible 24/7			
5	With provision of 9 parking spots accessible 24/7			
0	With provision of less than 9 parking spots accessible 24/7			
	<b>5. Economic Potential</b>	<b>10%</b>		
10	The building/property is strategically located in a commercial or business district and/or classified as mixed use building			
5	The building/property is not strategically located in a commercial or business district and/or classified as mixed use building			
	<b>6. Land Classification, Utilization and Assessment</b>	<b>10%</b>		
10	The property can cater and be suitable to the workplace conditions required by MIC and must be ready for occupancy and use from July 2025 until June 2030			
5	The property can cater and be suitable to the workplace conditions required by MIC but needs minor adjustments to be ready occupancy and use from July 2025 until June 2030			



0	The property does not cater and is not suitable to the workplace conditions required by the MIC and is not ready for occupancy and use from July 2025 until June 2030			
	<b>7. Other Amenities - Telecommunications</b>	<b>5%</b>		
10	With available telephone and data communications facilities			
5	No available telephone and data communications facilities			
	<b>TOTAL LOCATION AND SITE CONDITION</b>	<b>100%</b>		

NEIGHBORHOOD DATA		Lessor:		
Point Score	RATING FACTORS	Weight	Rating	Weighted Score
	<b>II. NEIGHBORHOOD DATA – 10%</b>			
	<b>1. Prevailing Rental Rate*</b>	<b>20%</b>		
10	*The total rent rate for the property must not be more than the indicated ABC. The rental rates shall be inclusive of office rent, management fees, advance payment that is, advance rent and security deposit, charges for the exclusive parking, AC maintenance, VAT and all other fees, charges and taxes			
0	The total rent rate for the property exceeded the indicated ABC – Grounds for Disqualification			
	<b>2. Sanitation and Health Condition</b>	<b>15%</b>		
10	Proper waste management system such as regular garbage collection and with Sanitary Permit from the appropriate authority			
0	Unkept environment and may have hazardous wastes from nearby establishments (factories, hospitals, funeral parlors, etc.)			
	<b>3. Adverse Influence</b>	<b>15%</b>		
10	Property is away from informal settlements and manufacturing areas with sensitive products or any neighboring facilities as potential sources of toxic/hazardous substances/materials, and must be distant from apparent areas that may cause disturbances in the workplace.			
0	Property is near from informal settlements and manufacturing areas with sensitive products or any neighboring facilities as potential sources of toxic/hazardous substances/materials, and to apparent areas that may cause disturbances in the workplace.			
	<b>4. Property Utilization</b>	<b>15%</b>		
10	As the property is to be utilized as an office space by a Government Office, its highest and best use shall be as commercial building fit and equipped for business and office work			
8	The property is equipped for business/operation but not ready for occupancy			
6	The property is partly equipped for business/operation and not ready for occupancy			
0	The property is not equipped for business/operation and not ready for occupancy			
	<b>5. Police and Fire Station</b>	<b>15%</b>		



10	100 meters away from the police/fire station			
8	200 meters away from the police/fire station			
6	300 meters away from the police/fire station			
4	400 meters away from the police/fire station			
2	500 meters away from the police/fire station			
0	More than 500 meters away from the police/fire station			
	<b>6. Cafeterias</b>	<b>10%</b>		
10	Property is located near at least 3 food establishments/cafeterias/restaurants			
8	Property is located near at least 2 food establishments/cafeterias/restaurants			
6	Property is located near at least 1 food establishments/cafeterias/restaurants			
0	Property is not located near food establishments/cafeterias/restaurants			
	<b>7. Banking/Postal/Telecommunications</b>	<b>10%</b>		
10	Property is located near necessary establishments (i.e. banks, hospitals, etc.)			
0	Property is not located near necessary establishments (i.e. banks, hospitals, etc.)			
	<b>TOTAL NEIGHBORHOOD DATA</b>	<b>100%</b>		

REAL ESTATE		Lessor:		
Point Score	RATING FACTORS	Weight	Rating	Weighted Score
	<b>III. REAL ESTATE – 40%</b>			
	<b>1. Structural Condition</b>	<b>14%</b>		
10	Building is constructed within 5 years from date of submission and in good condition			
8	Building is constructed more than 5 years but less than 10 years from date of submission and in good condition			
6	Building is constructed more than 10 years but less than 15 years from date of submission and in good condition			
4	Building is constructed more than 15 years but less than 20 years from date of submission and in good condition			
2	Building is constructed more than 20 years but less than 25 years from date of submission and in good condition			
0	Building is more than 25 years old and in good condition			
	<b>2. Functionality</b>			
	<b>2.a. Module</b>	<b>7%</b>		
10	The property complies to the following minimum specifications: -Standard fire protection system -Generator sets for IT requirements and workstations/computer sets -Accessible to the main thoroughfare by mass transits			
0	The property fail to comply to the following minimum specifications: -Standard fire protection system -Generator sets for IT requirements and			



	workstations/computer sets -Accessible to the main thoroughfare by mass transits			
	2.b. Room Arrangement	7%		
10	Fully furnished, ready for occupancy			
5	Warm shell, ready for occupancy			
0	Warm shell, not ready for occupancy			
	2.c. Light and Ventilation	7%		
10	With sufficient light or ventilation			
0	No sufficient light and ventilation			
	2.d. Space Requirements*	20%		
10	*Property must be sufficient for the MIC's area requirement (At least 890 sqm)			
0	Property is not sufficient for the MIC's area requirement (At least 890 sqm) – Automatically disqualified if below the minimum required area			
	3. Facilities			
	3.a. Water supply and toilet	7%		
10	With sufficient water supply and with provision for male and female comfort rooms.			
6	With sufficient water supply and with provision for common comfort rooms.			
0	No sufficient water supply			
	3.b. Electrical and electronic system	7%		
10	Property includes provision of sufficient electrical and lighting fixtures, outlets, switches, telephone jacks, and terminals, and in good working condition			
0	Property does not include provision for sufficient electrical and lighting fixtures, outlets, switches, telephone jacks, and terminals, and in good working condition			
	3.c. Elevator	7%		
10	Property provides elevators that are accessible 24/7 for MIC personnel, stakeholders, and visitors			
0	Property provides elevators that are not accessible 24/7 for MIC personnel, stakeholders, and visitors			
	3.d. Fire escapes	7%		
10	With existing fire escapes			
6	With provision to install fire escape			
0	No existing/provision for fire escape			
	3.e. Firefighting equipment	7%		
10	Fire protection equipment is fully installed in close proximity to the office space compliant with the latest Fire Code of the Philippines			
0	Absence of fire protection equipment in close proximity to the office space compliant with the latest Fire Code of the Philippines			
	4. Other requirements			
	4.a. Maintenance	5%		
10	Provision of Operations and Maintenance Services and Programs for building equipment, common areas, and facilities such as but are not limited to air-conditioning, electrical facilities, fire and detection alarm system, water distribution system, plumbing and sewage systems, mechanical systems, common area janitorial and pest control services, garbage collection services, etc.			



6	Provision of some Operations and Maintenance Services and Programs for building equipment, common areas, and facilities			
0	Absence of Operation and Maintenance Services and Programs for building equipment, common areas and facilities			
	4.b. Attractiveness	5%		
10	Building appearance is suitable for government services			
0	Building appearance is not suitable for government services			
	<b>TOTAL REAL ESTATE</b>	<b>100%</b>		

FREE SERVICES AND FACILITIES		Lessor:		
Point Score	RATING FACTORS	Weight	Rating	Weighted Score
	<b>IV. FREE SERVICES AND FACILITIES – 10%</b>			
	1. Janitorial and Security	25%		
10	Janitorial and security services in common-use areas/ common areas near the office to be shouldered by the Lessor			
0	Janitorial and security services in common-use areas/ common areas near the office space to be shouldered by the Agency			
	2. Airconditioning	25%		
10	Presence of air conditioning unit in the office space			
0	Absence of air conditioning unit in the office space			
	3. Repair and Maintenance	20%		
10	MIC shall be allowed to propose and execute office fit-out projects, facility repairs and improvements			
0	MIC is not allowed to propose and execute office fit-out projects, facility repairs and improvements			
	4. Water and Light Consumption	15%		
10	Power meters and water meters or consumption computation for electrical system and water supply exclusively for the use of MIC			
0	Shared power meters and water meters			
	5. Secured Parking Space	15%		
10	Building has free secured parking space			
8	Building has no free secured parking space			
	<b>TOTAL FREE SERVICES AND FACILITIES DATA</b>	<b>100%</b>		



**SUMMARY OF TABLE OF RATING FACTORS  
FOR LEASE OF REAL PROPERTY**

SUMMARY	LESSOR:		
RATING FACTORS	WEIGHT	WEIGHTED SCORE	RATING
I. Location And Site Condition	40%	x	x (.40) =
II. Neighborhood Data	10%	x	x (.10) =
III. Real Estate	40%	x	x (.40) =
IV. Free Services and Facilities	10%	x	x (.10) =
<b>TOTAL</b>	<b>100%</b>		
<b>PASSING RATE</b>			<b>9.00</b>
<b>RESULT/REMARKS</b>	<input type="checkbox"/> PASSED <input type="checkbox"/> FAILED		

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