



Republic of the Philippines  
Professional Regulation Commission  
Cordillera Administrative Region



REGIONAL BIDS AND AWARDS COMMITTEE

Date: February 27, 2025

RFQ No.: 2025-02-025

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REQUEST FOR QUOTATION  
LEASE OF VENUE FOR THE COMPUTER-BASED LICENSURE EXAMINATION  
AND OTHER REGIONAL ACTIVITIES FOR FY 2025-2027

Dear Sir/Madam:

The Professional Regulation Commission-Cordillera Administrative Region (PRC-CAR) Regional Office, through the Regional Bids and Awards Committee, is soliciting bids for the **LEASE OF VENUE FOR THE COMPUTER-BASED LICENSURE EXAMINATION AND OTHER REGIONAL ACTIVITIES FOR FY 2025-2027**, for a period of two (2) years and one (1) month covered by a Multi-Year Contractual Authority (MYCA) from May 1, 2025 to May 31, 2027, in accordance with the terms and conditions of the provisions of Republic Act. No. 9184 and the 2016 Revised Implementing Rules and Regulations. The Approved Budget for the Contract (ABC) is **EIGHTEEN MILLION FOUR HUNDRED TEN THOUSAND PESOS (PHP18,410,000.00)**, covering a total area of **SEVEN HUNDRED SQUARE METERS (700 SQ. M.)**, inclusive of CUSA, VAT and all relevant taxes, and interested parties are welcome to participate under specified terms, conditions and specifications.

TERMS AND CONDITIONS:

- Procurement of this project shall be conducted through Negotiated Procurement pursuant to Section 53.10 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act" and related issuances.
- Price quotation/s, to be denominated in Philippine peso shall be inclusive of CUSA, VAT and all applicable taxes and fees payable, and must be valid for a period of one hundred twenty (120) calendar days from the date of the opening of bids.
- The RBAC reserves the right to re-compute the detailed costs presented by the bidder in order to reflect the true and actual amount of the bid.
- No escalation rate shall be demanded during the contract period.
- In case of conflict between the price expressed in words and the price in figures, the one expressed in words will prevail.
- In case of tie, the Lowest Calculated Quotation (LCQ) shall be determined through draw lots.
- All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
- Award of Contract shall be made to the Single/Lowest Calculated and Responsive Quotation (SCRQ/LCRQ) with the lowest quotation that complies with the terms and conditions and technical specifications stated herein.
- The bidder must ensure timely delivery of the requirements from the date of receipt of Notice to Proceed, subject to liquidated damages as prescribed in RA 9184 and the 2016 Revised Implementing Rules and Regulations for non-compliance.



- This RFQ must be accomplished completely and accurately and duly signed (at page 15) by the bidder's authorized representative.
- The contents of this RFQ shall not be altered in any way. Any erasure or overwriting herein shall be valid only if they are properly signed by the bidder's authorized representative.
- Bids that fail to comply with the minimum documentary requirements to be submitted during the Opening of Bids shall be automatically disqualified and shall not be included in all subsequent stages of the procurement process.
- A moratorium period, from the date of Notice to Proceed (NTP) and prior to the start of the contract, rent-free will be given for transfer to a new building, and/or for installations of partitions and counters, improvements, and renovations.

**TECHNICAL SPECIFICATIONS:**

After having carefully read, understood and accepted the Terms and Conditions, I hereby submit my quotation in accordance with the following Technical Specifications:

ITEM DESCRIPTION	STATEMENT OF COMPLIANCE <i>(All items must be checked in order to qualify as an eligible bidder)</i>
<b>I. Purpose</b>	
<ul style="list-style-type: none"> <li>• Primary Purpose:               <ul style="list-style-type: none"> <li>a. Computer-based licensure examination (CBLE)</li> </ul> </li> <li>• Other Purposes:               <ul style="list-style-type: none"> <li>b. Conduct of paper-and-pencil licensure examinations, including preparatory activities like, but not limited to, orientation venue for examination personnel</li> <li>c. Offsite processing venue for frontline transactions: application for examination, renewal, initial registration</li> <li>d. Learning and development interventions</li> <li>e. Offsite Confidential Printing Room</li> <li>f. Offsite temporary storage and shredding area</li> <li>g. and other PRC related activities</li> </ul> </li> </ul>	
<b>II. Total Space Requirement</b>	
<ul style="list-style-type: none"> <li>• The total area to cover the entire leasable space requirement is at least 700 square meters, excluding common-use service areas (e.g. entry hallways and corridors, shared restrooms, shared lobby/reception area, elevator and stairwells, outdoor/common seating areas) terraces, balcony, verandas, patios, and fire escape platforms):</li> <li>• Preferably sprawling in a single floor, or</li> <li>• Up to two-floor area, preferably with proportionate space distribution. For the purpose of this procurement, all requirements shall be applicable and available to both of the floor areas should the lessor provide a two-floor area</li> </ul>	
<ul style="list-style-type: none"> <li>• The building shall be completely compliant with the governing building code provisions, as applicable.               <ul style="list-style-type: none"> <li>a. Elevator</li> </ul> <p>Elevator must be available and operational during office hours and during conduct of licensure examinations which is as early as 5:30 AM.</p> </li> </ul>	



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<p>b. Facilities accessible to priority clients</p> <p>Facilities like restrooms and stairs/ramps, but not limited to the aforementioned, shall be compliant and user friendly to the priority clients like senior citizens, persons with disability, pregnant women, etc.</p> <p>c. Damage to properties</p> <p>Damage to properties, including building contents provided by the lessor, shall be on the account of PRC-CAR or concerned employee/personnel/examinee, except those circumstances under normal use conditions, wear-and-tear and depreciation.</p>	
<b>III. Lease Term</b>	
<ul style="list-style-type: none"> <li>The lease shall be for a period of two (2) years and one (1) month from May 1, 2025 to May 31, 2027 covered by a Multi-Year Contractual Authority MYCA-BMB-B-24-0000007, renewable in accordance with the provisions of RA 9184 and its 2016 Implementing Rules and Regulations.</li> </ul>	
<ul style="list-style-type: none"> <li>Provision of moratorium to state that it will be rent-free to accommodate moving in activities:  Contract period: May 1, 2025 to May 31, 2027  Rent-free period: from the date of NTP and prior to the start of the contract period</li> </ul>	
<b>IV. Strategic location</b>	
<ul style="list-style-type: none"> <li>The location of the venue must be within 800 meters radius from the KM 0 marker of Baguio City, accessible to common public transportation, essential and emergency services, and from PRC-CAR office for proximity and logistical considerations.</li> </ul> <p><b>KM 0 BAGUIO CITY</b>  Address: Plaza Garden, Baguio City  Location: <a href="https://maps.app.goo.gl/Fzw53gMt5gxM2cLR9">https://maps.app.goo.gl/Fzw53gMt5gxM2cLR9</a></p> <p><b>PROFESSIONAL REGULATION COMMISSION Cordillera Administrative Region</b>  Address: Pine Lake View Building, No. 09 Otek Street corner Benjamin R. Salvosa Drive, Rizal Monument, Baguio City  Location: <a href="https://maps.app.goo.gl/L5Ra1T1JvgV9mX7X7">https://maps.app.goo.gl/L5Ra1T1JvgV9mX7X7</a></p>	
<b>V. Ventilation</b>	
<ul style="list-style-type: none"> <li>Venue space must be adequately provided with dual types of ventilation both natural way through the windows that can be fully opened and through mechanical means with the installation of split-type or similar type of air-conditioning units to maintain the venue conducive for the conduct of the CBLE, especially during summer months or when heat index is above the normal Baguio temperature of 18.30 degrees Celsius.*</li> <li>*(See relevant link:  <a href="https://www.pagasa.dost.gov.ph/information/climate-philippines">https://www.pagasa.dost.gov.ph/information/climate-philippines</a>)</li> </ul>	



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<ul style="list-style-type: none"><li>Air-conditioning units must be installed and compliant with space and engineering standards. Repair and maintenance works to the air-conditioning units shall be borne by the lessor as the owner of the units. In no case shall repair and maintenance expenses be charged to PRC-CAR.</li></ul>																							
<ul style="list-style-type: none"><li>Where repair and maintenance works will take a week time or more, the lessor shall provide temporary units necessary to maintain the venue with the required temperature while waiting for the restoration of the units. The temporary units shall bear no additional cost to PRC-CAR. In case the units will be deemed unserviceable, the lessor shall cause the replacement thereof.</li></ul>																							
<b>VI. Lighting, electrical and internet cabling</b>																							
<b>a. Lighting</b>  Lighting in all spaces shall be of LED type and must comply with applicable energy efficiency and safety standards. Lighting must be appropriate for the licensure examination purpose. Replacement of busted lamps shall be on account of PRC-CAR.																							
<b>b. Electrical Outlets</b>  Electrical outlets must be provided and available venue-wide for the following, but not limited to: <table><tr><th>Units</th><th>Particulars</th></tr><tr><td>2</td><td>Server Room (suitable for 6,000VA UPS)</td></tr><tr><td>3</td><td>Multipurpose office and viewing room for the monitor screens of CCTV, laptop</td></tr><tr><td>3</td><td>Pantry for the electrical water dispensers, kettle and electric stove</td></tr><tr><td>10</td><td>Front stage for the screen, sound system and registration laptops</td></tr><tr><td>20</td><td>Emergency lights in all strategic locations</td></tr><tr><td>172</td><td>Laptops for exam, preferably floor fitted outlets beside a UTP network port faceplate with cover - cables should pass through a false floor at least 1 foot from the floor or raised floor system for easier cable management; or electrical and internet lines can be sourced out in a single area</td></tr><tr><td>8</td><td>Wi-Fi access points</td></tr><tr><td>4</td><td>48-port gigabit network switches</td></tr><tr><td>18</td><td>Additional outlets to be installed venue-wide</td></tr><tr><td>240</td><td><b>TOTAL</b></td></tr></table>	Units	Particulars	2	Server Room (suitable for 6,000VA UPS)	3	Multipurpose office and viewing room for the monitor screens of CCTV, laptop	3	Pantry for the electrical water dispensers, kettle and electric stove	10	Front stage for the screen, sound system and registration laptops	20	Emergency lights in all strategic locations	172	Laptops for exam, preferably floor fitted outlets beside a UTP network port faceplate with cover - cables should pass through a false floor at least 1 foot from the floor or raised floor system for easier cable management; or electrical and internet lines can be sourced out in a single area	8	Wi-Fi access points	4	48-port gigabit network switches	18	Additional outlets to be installed venue-wide	240	<b>TOTAL</b>	
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c. Provision of supplies of materials				
The lessor shall render one-time provision of the following supplies and materials:				
	Qty	Unit	Particulars	
1	240	sets	Electrical outlets, 3-gang, including wires/cords	
2	17	boxes	UTP cable, Cat 6, 305m per box	
3	500	pcs	RJ-45 connectors	
4	20	units	Emergency lights  Minimum specifications: Light Source: 2x1W High Power COB LED Battery: LiFePO4 Lithium Battery 3.2V 1800mAh Charging Time: 15 hours Performance Time: 5 hours (at full charge) Lights: 110mm 3 Colors: DAYLIGHT / WARMWHITE / COOLWHITE With 1 meter cord	
5	8	units	Wi-Fi access points  Minimum specifications: Wireless Standard: Wi-Fi 6 (802.11ax) Frequency Band: Dual-band (2.4 GHz & 5 GHz) Speed & Throughput: 2.4 GHz: At least 400 Mbps, 5 GHz: At least 1200 Mbps (1.2 Gbps), Aggregate Throughput: Minimum 1.5 Gbps Number of Concurrent Users: 50 devices per Access Point Ethernet Port: Gigabit Ethernet (1 Gbps) minimum Power Supply Options: PoE (Power over Ethernet) support (PoE+ or PoE++ recommended), Alternative: External power adapter Security Features: WPA3 or WPA2-Enterprise, VLAN support for network segmentation Roaming & Management Features: 802.11r/k/v Fast Roaming (for seamless movement between APs), Cloud or Controller-based management Additional Features: Mesh networking support (for extending coverage)	







ITEM DESCRIPTION	STATEMENT OF COMPLIANCE (All items must be checked in order to qualify as an eligible bidder)
<p><b>d. Electrical billing and settlement of account</b> The lessor shall provide a separate line/meter specific for PRC-CAR's account for the purpose of billing and payment. The PRC-CAR shall be responsible for the payment of its electrical usage.</p>	
<p><b>e. Generator Set</b> The venue must have a readily available generator set, with sufficient gas supply and stand-by operator, to be used in case of an area power outage. The generator set must be able to run the whole examination period [at most eight (8) hours in a day] and can supply for the normal examination power requirements to include but not limited to the 172 laptops, lighting, sound system, monitor screens, etc.</p> <p>Separate Statement of Account shall be billed for the generator's actual usage and services based on standard rates, if applicable.</p>	
<p><b>VII. Water supply</b></p> <ul style="list-style-type: none"> <li>The lessor shall provide a separate line/meter specific for PRC-CAR's account for the purpose of billing and payment. Amount shall be based on the actual usage either from the local water district's bill or as billed using the standard rate being charged by the lessor to its lessees. In case of water line interruption, the building shall have water tanks in case of disruption of water services to ensure continuous supply.</li> </ul>	
<p><b>VIII. Furniture</b></p> <ul style="list-style-type: none"> <li>The lessor shall render one-time provision of the venue with the following furniture primarily needed for the conduct of CBLE::             <ul style="list-style-type: none"> <li>a. Table                 <ul style="list-style-type: none"> <li>Quantity: 270</li> <li>Size: at least 24" W and 28" H</li> <li>Color: preferably white</li> <li>Type: sturdy freestanding; non-folding; end-to-end post, with brace for sturdy stand</li> </ul> </li> </ul> <p>Samples :</p>  </li> </ul>	



ITEM DESCRIPTION	STATEMENT OF COMPLIANCE <i>(All items must be checked in order to qualify as an eligible bidder)</i>
<div data-bbox="407 352 1075 891"></div> <div data-bbox="293 973 1188 1232"><p>b. Chairs Quantity: 300 Size: standard Color: preferably black or dark-colored Type: sturdy lightweight non-folding; monobloc without armrest; heavy duty plastic material; with a weight capacity of up to 100kg</p></div> <div data-bbox="293 1276 664 1857"></div>	



ITEM DESCRIPTION	STATEMENT OF COMPLIANCE (All items must be checked in order to qualify as an eligible bidder)															
IX. Sound system																
<ul style="list-style-type: none"><li>The venue must be installed with one-time provision of quality sound system widely installed in the venue, with the following components:</li></ul> <table border="1"><thead><tr><th>Qty</th><th>Unit</th><th>Particulars</th></tr></thead><tbody><tr><td>1</td><td>unit</td><td>Power amplifier</td></tr><tr><td>1</td><td>unit</td><td>Mixer</td></tr><tr><td>2</td><td>units</td><td>Loud speaker, preferably with standees for easy relocation or installation</td></tr><tr><td>4</td><td>units</td><td>Microphone, preferably wireless or at least two (2) are wireless</td></tr></tbody></table> <p>Two-floor areas shall contain the same components as enumerated above.</p>	Qty	Unit	Particulars	1	unit	Power amplifier	1	unit	Mixer	2	units	Loud speaker, preferably with standees for easy relocation or installation	4	units	Microphone, preferably wireless or at least two (2) are wireless	
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1	unit	Power amplifier														
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X. Rooms and special areas																
<ul style="list-style-type: none"><li>The following room or area requirements must be provided:<ul style="list-style-type: none"><li>a. Server Room<p>Server room must have the following features:</p><ol style="list-style-type: none"><li>Enclosed space without windows with security lock; Glass walls (smoked glass or tinted with stickers)</li><li>With anti-static false floor or with minimum of 1 foot from the floor or perforated raised floor system (to manage cables and for air circulation)</li><li>With air-conditioning unit to maintain the ideal server temperature of 20 to 24 degrees Celsius</li><li>With two (2) Units Data Cabinet – 42U 7ft (W600mm x 1000mm)</li><li>The server has the following dimensions: 2U rack-mount Height: 86.5mm (3.4 inches) Width: With rack latches: 482.00 mm (19.00 inches) Without rack latches: 444.60 mm (17.50 inches) Depth: 763.7 mm (30.10 inches)</li><li>With smoke detector, fire alarm and fire extinguisher</li><li>With CCTV camera that covers the whole server room</li><li>Must be at least 14 square meters wide</li><li>A secured storage cabinet with lock and key divided into several partitions to secure each of the 172 laptop computers, and additional for the networking devices. Each compartment should have a transparent door.</li></ol><p>Note: No water carrier system should be passing through the location of the Server Room.</p></li></ul></li></ul>																



ITEM DESCRIPTION	STATEMENT OF COMPLIANCE (All items must be checked in order to qualify as an eligible bidder)
<p>b. Multipurpose office and viewing room</p> <p>The multipurpose and viewing area shall be designated for the display monitors of CCTVs and other purposes. It shall be situated near the Registration Area, not necessarily an enclosed space.</p> <p>c. Registration area</p> <p>Registration area must be near the main entrance to be designated for examinee validation, security checkpoints, bag checks and other precautionary measures before examinees will enter the examination lobby/venue.</p> <p>d. Locker cabinets</p> <p>Single area must be installed with 180 locker cabinets with small padlock hasps. The locker cabinets must be located near the main entrance of the venue.</p> <p>Size: 15"L x 12"W x 12"H</p> <p>e. Pantry</p> <p>Pantry area must be an area near the restroom for the plumbing and access considerations. The area may be open but must have a countertop table for coffee, water and related provisions.</p> <p>f. Restroom</p> <p>Separate rooms for male and female. Must have at least two toilet bowls each and two urinals for male room. In addition, one bath area each restroom shall be provided. Restrooms shall have wide lavatories for multipurpose use</p> <p>g. Storage area</p> <p>The designated storage may be an open or enclosed area/room/corner within the same venue for stacking the tables, chairs and other materials not in use.</p> <p>h. Parking space</p> <p>At least one (1) parking slot must be exclusively designated for PRC-owned and/or -rented vehicles. Slots must be within the same building or accessible to the building.</p>	



ITEM DESCRIPTION	STATEMENT OF COMPLIANCE (All items must be checked in order to qualify as an eligible bidder)
<p>i. Signage</p> <p>Signage slot and signage shall be provided for PRC-CAR. The specifications for the signage size and material are to be determined by the lessor compliant with the building requirements. PRC-CAR will provide the lay-out and design of the signage.</p> <p>Building code requirements shall be strictly complied with such as, but not limited to: provision of smoke detectors, fire extinguishers, accessible ramps and/or stair lifts, among others.</p>	
<b>XI. Repair and maintenance</b>	
<ul style="list-style-type: none"> <li>Repair and maintenance services shall be for account of the lessor to cover the following and similar services, but not limited to:               <ol style="list-style-type: none"> <li>Air-conditioning units and other ventilation concerns</li> <li>Electrical, cabling, lighting and other related works</li> <li>Plumbing, water and other related works</li> <li>Chairs, tables, partitions, furniture, fixtures and similar items</li> <li>Minor works like replacement of door knobs, repair of door/locker hinges, installation/hanging of fixtures, signage, speakers, etc.</li> </ol> </li> </ul>	
<ul style="list-style-type: none"> <li>Maintenance personnel shall be available to attend concerns, as necessary. Repair and maintenance expenses due to damage caused by employee/personnel/examinees shall be charged to the account of the concerned.</li> </ul>	
<b>XII. General services</b>	
<ul style="list-style-type: none"> <li>PRC-CAR shall provide general services for janitorial and security operations. Health and sanitation compliance shall be for the account of the lessor for common-use areas, including waste segregation and disposal. The lessor to coordinate with and orient PRC-CAR for building policies on said services.</li> </ul>	
<b>XIII. Emergency response and compliance</b>	
<ul style="list-style-type: none"> <li>The venue must be compliant with safety standards on fire, earthquake and similar emergencies. The lessor must coordinate with and orient PRC-CAR for the compliance thereof.</li> </ul>	
<b>XIV. Rental Period</b>	
<ul style="list-style-type: none"> <li>From May 1, 2025 to May 31, 2027</li> </ul> <p>Provision of moratorium to state that it will be rent-free to accommodate moving in activities:  Contract period: May 1, 2025 to May 31, 2027  Rent-free period: From the date of NTP and prior to the start of the contract period.</p>	







• Latest Business Tax Return	
• Duly filled-out RFQ and signed on page 15	
• Notarized Special Power of Attorney or Secretary's Certificate in favor of the Bidder's duly authorized representative, if applicable.	
• Price Quotation Sheet (Annex "A" of the RFQ)	
<b><i>The following must be submitted during the Post-Qualification Stage</i></b>	
• Proof of ownership/assignment of the real property for lease	
• Floor plan (of the office space to be leased)	
• Certificate of Occupancy	
• SEC/DTI/CDA Registration (whichever is applicable)	
<b><i>The following must be submitted prior to the payment of SOA/Billing</i></b>	
• Tax Clearance Certificate	

Interested prospective lessors who are legally, technically and financially capable shall refer to the following schedule of activities and instructions:

The pre-bid conference for interested bidders will be on **March 5, 2025 at 11:00 AM** at the Confidential Printing Room, 5<sup>th</sup> Floor, PRC-CAR Regional Office, Pine Lake View Building, No. 09 Otek St. corner Benjamin R. Salvosa Drive, Rizal Monument, Baguio City.

Deadline for the submission of Quotation and Documentary Requirements is on **March 17, 2025.**

The sealed envelopes shall be submitted to:

**MARY JANE T. PORTE**  
 RBAC Secretariat  
 Professional Regulation Commission – CAR Regional Office  
 Pine Lake View Building  
 No. 09 Otek Street corner Benjamin R. Salvosa Drive, Rizal Monument  
 2600 Baguio City

not later than **10:00AM** (Philippine Standard Time). Late bids (submitted at 10:01AM onwards) shall not be accepted.

- Sealing and Marking of Quotations:
  - Bidders shall enclose their original eligibility and technical documents including two duplicates in one sealed envelope marked "ORIGINAL – ELIGIBILITY and TECHNICAL COMPONENT", and the financial component [duly filled-up Price Quotation Sheet (Annex "A")] including two duplicates in another sealed envelope marked "ORIGINAL - FINANCIAL COMPONENT", sealing them all in an outer envelope marked "OFFICIAL BID".
  - Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. \_\_\_\_ - ELIGIBILITY and TECHNICAL COMPONENT" and "COPY NO. \_\_\_\_ – FINANCIAL COMPONENT" and the outer envelope as "COPY NO. \_\_\_\_", respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.
  - The original and the number of copies of the Bid as indicated in the BDS shall be typed or written in indelible ink and shall be signed by the bidder or its duly authorized representative/s.

*[Handwritten signatures]*



- All envelopes shall:
  - contain the name of the contract to be bid in capital letters;
  - bear the name and address of the Bidder in capital letters;
  - be addressed to the Procuring Entity's BAC;
  - bear the specific identification of this bidding process ; and
  - bear a warning "**DO NOT OPEN BEFORE**" **March 17, 2025, 10:01 AM** (the date and time for the opening of quotations).
- If quotations are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement or premature opening of the quotation.
- The following stages are scheduled as follows:
  - **Opening and Evaluation of Quotation/s : March 17, 2025, 10:01AM**
  - **Post-Qualification : March 18, 2025, 10:00AM**
    - Both stages shall be conducted at the **Confidential Printing Room, PRC-CAR Regional Office, Pine Lake View Building, No. 09 Otek St. corner Benjamin R. Salvosa Drive, Rizal Monument, Baguio City.**
- The Bidder with an offer compliant to the eligibility and technical and financial requirements of PRC-CAR shall be declared as the Single/Lowest Calculated Quotation (SCQ/LCQ) and shall advance to the post-qualification stage to determine the responsiveness of the quotation, which would qualify it as the Single/Lowest Calculated and Responsive Quotation (SCRQ/LCRQ) to whom the contract shall be awarded.
- The Table of Rating Factors for Lease of Real Property passing rate shall be seventy percent (70%). (**ANNEX "B"**)
- PRC-CAR reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper and assumes no responsibility whatsoever to compensate or indemnify the prospective bidders for any expenses incurred in the course of this procurement process.

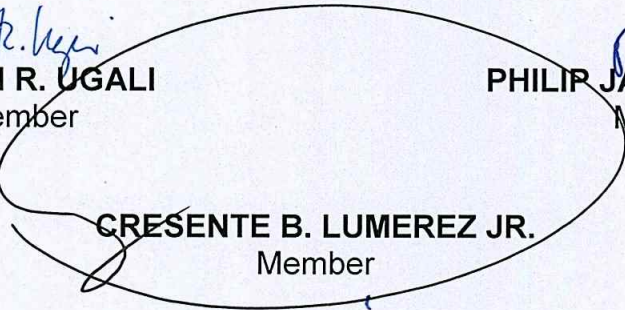


Very truly yours,

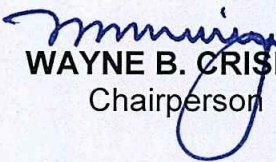
REGIONAL BIDS AND AWARDS COMMITTEE

  
**MAILYN R. UGALI**  
Member

  
**PHILIP JAY B. PAY-OEN**  
Member

  
**CRESENTE B. LUMEREZ JR.**  
Member

  
**VIRGINIA N. MARTIN**  
Vice-Chairperson

  
**WAYNE B. CRISPIN**  
Chairperson

ACKNOWLEDGMENT AND COMPLIANCE  
WITH THE TERMS OF REFERENCE  
FOR THE LEASE OF VENUE FOR THE CBLE AND OTHER REGIONAL ACTIVITIES

SIGNATURE OVER PRINTED NAME OF BIDDER OR AUTHORIZED REPRESENTATIVE and DATE

\_\_\_\_\_  
DESIGNATION

\_\_\_\_\_  
NAME OF COMPANY

\_\_\_\_\_  
Address

\_\_\_\_\_  
Contact No./s



ANNEX "A"

PRICE QUOTATION SHEET  
FINANCIAL BID

LEASE OF VENUE FOR THE COMPUTER-BASED LICENSURE EXAMINATION  
AND OTHER REGIONAL ACTIVITIES FOR FY 2025-2027

(THROUGH NEGOTIATED PROCUREMENT PURSUANT TO SECTION 53.10 OF  
THE R.A. 9184 AND THE 2016 REVISED IMPLEMENTING RULES AND  
REGULATIONS)

Having read, examined and accepted the Terms and Conditions on the subject  
Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

- **FOR THE BASIC RENT INCLUSIVE OF VAT AND COMMON USE AREA  
MAINTENANCE AND OPERATING COST**

- Cost per square meter AND Cost per month:

IN FIGURES : PhP \_\_\_\_\_  
IN WORDS : \_\_\_\_\_

- Total Cost of total area for one year:

IN FIGURES : PhP \_\_\_\_\_  
IN WORDS : \_\_\_\_\_

- Total Cost of total area for two years and one month:

IN FIGURES : PhP \_\_\_\_\_  
IN WORDS : \_\_\_\_\_

\*THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR  
THE CONTRACT FOR THE BASIC RENT INCLUSIVE OF VAT AND THE COMMON  
AREA MAINTENANCE/OPERATING COSTS.

\_\_\_\_\_  
Bidder's or Authorized Representative signature over printed name

Designation : \_\_\_\_\_  
Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No./s: \_\_\_\_\_



ANNEX “B”  
PROFESSIONAL REGULATION COMMISSION  
CORDILLERA AMINISTRATIVE REGION

TABLE OF RATING FACTORS FOR LEASE OF REAL PROPERTY

BIDDER: \_\_\_\_\_

	RATING FACTORS	WEIGHT (%)	RATING
I.	Location and Site Condition		
	1. Accessibility	(25)	
	2. Topography and Drainage	(20)	
	3. Sidewalk and waiting shed	(15)	
	4. Parking Space	(15)	
	5. Economic potential	(10)	
	6. Land Classification, Utilization, and Assessment	(10)	
	7. Other Added Amenities	(5)	
		100	
II.	Neighborhood Data		
	1. Prevailing Rental Rate	(20)	
	2. Sanitation and Health Condition	(20)	
	3. Adverse Influence	(15)	
	4. Property utilization	(10)	
	5. Police and fire station	(15)	
	6. Cafeterias	(10)	
	7. Banking/postal/telecom	(10)	
		100	
III	Real Estate		
	1. Structural Condition	(30)	
	2. Functionality		
	a. Module	(6)	
	b. Room arrangement	(6)	
	c. Circulation	(6)	
	d. Light and Ventilation	(6)	
	e. Space requirements	(6)	
	3. Facilities		
	a. Water Supply and Toilets	(6)	
	b. Lighting System	(6)	
	c. Elevators	(6)	
	d. Fire Escapes	(6)	
	e. Fire fighting equipment	(6)	
	4. Other Requirements		
	a. Maintenance	(5)	
	b. Attractiveness	(5)	
		100	



