



Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee
Central Office

P. Paredes St., Sampaloc, Metro Manila
Tel. Fax: 5-310-0037
Email: bac@prc.gov.ph



REGULAR MEMBERS:

L. LOUIS P. VALERA
Chairman

DEMOSTHENES N. MISTAL
Vice-Chairman

JESPER P. PAQUITO
Member

LAMA GRACE C. YANG-EO
Member

CRISANTO L. DECENA
Member

ROSEWYN DALUZ G. GASCON
Member

ALTERNATE MEMBERS:

JANICE P. CASTELLANO
Vice-Chairman

ALDRICH G. LUNAG
Member

CARLA ANGELINE B. UJANO
Member

OMAIMAH E. GANDAMRA
Member

PROVISIONAL MEMBER:

DANNY MORRIS G. VALLEJOS
Provisional Member, IT Projects

SECRETARIAT:

KYLIE KAUR M. DADO
Secretary

DOLORES Y. DIMAANO
Member

EMMANUEL B. ANDAYA
Member

RINA V. GARCIA
Member

ANNABELLE S. EUGENIO
Member

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Section VII. Technical Specifications

I. RATIONALE

The PRC Modernization Act of 2000, also known as Republic Act No. 8981, an act modernizing the PRC, repealing for the purpose Presidential Decree No. 223, entitles “Creating the Professional Regulation Commission and Prescribing its Power and Functions”, and for other purposes. PRC Resolution No. 1 series of 2001, which was enacted on 15 February 2001, established the Implementing Rules and Regulations (IRR). In order to fulfill its legal obligation, the PRC carries out two (2) tasks: first, it organizes and administers the licensure examinations for aspiring professionals; second, it regulates and oversees the professions that are practiced in collaboration with the forty-six (46) Professional Regulatory Boards (PRBs) in the fields of Health, Business, Education, Engineering, Health, Social Sciences, and Technology.

Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 is an act that aims to streamline the current systems and procedures of government services and to improve the competitiveness and ease of doing business in the Philippines. Signed into law on 28 May 2018, the law effectively amends Republic Act No. 9485 or the Anti-Red Tape Act of 2007.

Since 2017, the PRC has been leasing office spaces for various offices in the Central Office of the Commission due to the following:

1. The implementation of the approved Reorganization Plan, wherein the present building of the Central Office in Morayta is no longer adequate to accommodate the increase in the number of personnel from 484 to 1,084 plantilla positions;
2. The activities of the forty-six (46) Professional Regulatory Boards (PRBs) and forty-four (44) Continuing Professional Development (CPD) Councils require adequate spaces for meetings and parking facilities;
3. The present PRC Central Office is known for being perennial congested due to the increasing volume of clients. PRC provides services that are intended for the professionals, the would-be professionals, the academic populace as well and international stakeholders brought upon by the globalization of professional practice, hence, the need for a decent, respectable, and convenient environment;
4. Being a repository of vital and permanent records, the PRC must comply with statutory space requirements for records security and archival standards.

II. OFFICE SPACE SPECIFICATIONS

	Specific Requirements
Location	• Located along a major thoroughfare in the City of Manila or neighboring



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	<p>cities</p> <ul style="list-style-type: none">• Not prone to flooding• Accessible to majority of stakeholders• Close proximity to government agencies, food outlets, as well as within a reasonable distance to police and fire stations
Space Requirement	<ul style="list-style-type: none">• Minimum area of 1,700 sq. m.• At least 25 parking slots exclusive for PRBs, PRC Officials, and Employees• Installation and/or setting/placing of appropriate signage and/or logos is allowed
Structural, Equipment, and Facilities	<ul style="list-style-type: none">• Structurally safe, and properly maintained• Overall facade and architectural design must be suitable as office environment• Adequate provisions for air-conditioning units• Water supply, Wi-Fi, electrical, and communication systems are in place/ready.
Improvements	<ul style="list-style-type: none">• Ready for occupancy• Any necessary improvements and installations to meet the minimum requirements of PRC shall be borne solely by the winning bidder/lessor and at no cost to PRC

III. DURATION OF THE CONTRACT

The contract of lease shall be for five (5) months from August 2025 to December 2025.

IV. OFFICE SPACE REQUIREMENT

The minimum office space requirement of 1,700 sq.m. to accommodate various offices of the Central Office of the Commission, is outlined as follows:



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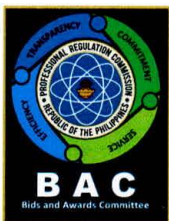
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ITEM	QTY	SPECIFICATION	Statement of Compliance Statements of “Comply” or “Not Comply”																																																																																																																																																																																																																																							
PROCUREMENT OF LEASE OF OFFICE SPACE FOR THE PROFESSIONAL REGULATION COMMISSION-CENTRAL OFFICE (PRC-CO) FROM AUGUST 2025 TO DECEMBER 2025	1 LOT	<table><tr><th>OFFICE / DIVISION / FACILITY</th><th>NO. OF PERSONNEL</th><th>AREA, m²</th></tr><tr><td colspan="3">1. COMMISSION PROPER</td></tr><tr><td colspan="3">1.1. Office of the Chairperson</td></tr><tr><td>1.1.1. Chairperson</td><td>1</td><td>20</td></tr><tr><td>1.1.2. Staff 1</td><td>1</td><td>6</td></tr><tr><td>1.1.3. Staff 2</td><td>1</td><td>6</td></tr><tr><td>1.1.4. Reception Room</td><td></td><td>10</td></tr><tr><td>1.1.5. Toilet / Bathroom</td><td></td><td>4</td></tr><tr><td>1.1.6. Pantry</td><td></td><td>10</td></tr><tr><td>Subtotal</td><td>3</td><td>56</td></tr><tr><td colspan="3">1.2. Office of the Commissioner I</td></tr><tr><td>1.2.1. Commissioner</td><td>1</td><td>18</td></tr><tr><td>1.2.2. Staff 1</td><td>1</td><td>6</td></tr><tr><td>1.2.3. Staff 2</td><td>1</td><td>6</td></tr><tr><td>1.2.4. 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DIRECTOR IV</td><td>1</td><td>15</td></tr><tr><td>1.1.2. ADMINISTRATIVE ASSISTANT II</td><td>1</td><td>6</td></tr><tr><td>1.1.3. ADMINISTRATIVE ASSISTANT II - JO</td><td>1</td><td>6</td></tr><tr><td>1.1.4. Reception Room</td><td></td><td>10</td></tr><tr><td>1.1.5. Toilet / Bathroom</td><td></td><td>4</td></tr><tr><td>1.1.6. Pantry</td><td></td><td>10</td></tr><tr><td>1.1.7. Filing / Storage</td><td></td><td>20</td></tr><tr><td>Subtotal</td><td>3</td><td>71</td></tr><tr><td colspan="3">1.2. International Development Division</td></tr><tr><td>1.2.1. CHIEF PRO</td><td>1</td><td>12</td></tr><tr><td>1.2.2. SUPERVISING PRO</td><td>1</td><td>10</td></tr><tr><td>1.2.3. SENIOR PRO</td><td>1</td><td>6</td></tr><tr><td>1.2.4. PROFESSIONAL REGULATION OFFICER III</td><td>1</td><td>6</td></tr><tr><td>1.2.5. PROFESSIONAL REGULATION OFFICER II</td><td>1</td><td>6</td></tr><tr><td>1.2.6. JOB ORDER</td><td>1</td><td>6</td></tr><tr><td>1.2.7. Reception Room</td><td></td><td>10</td></tr><tr><td>1.2.8. 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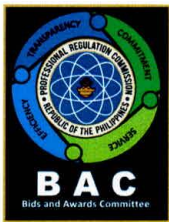
WIL CHARLOTTE G. OLARTE
Member

1.4.12.	Secretariat Rooms (for International Alignment)		40
1.4.13.	Secretariat File Rooms for PRBs		40
Subtotal		7	166
1.5. CPSP-CATS Secretariat			
1.5.1.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.2.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.3.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.4.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.5.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.6.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.7.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.8.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.9.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.10.	PROFESSIONAL REGULATION OFFICER I – JOB ORDER	1	6
1.5.11.	Reception Room		10
1.5.12.	Toilet / Bathroom		4
1.5.13.	Pantry		10
1.5.14.	Filing / Storage		10
Subtotal		10	94
1.6. Conference Room			
1.6.1.	Toilet / Bathroom		4
Subtotal			74
Total: IAO and CPSP-CATS Secretariat		34	571
2. PRB SECRETARIAT DIVISION			
2.1.	CHIEF PRO	1	12
2.2.	SUPERVISING PRO	1	10
2.3.	CLUSTER HEAD	1	8
2.4.	CLUSTER HEAD	1	8
2.5.	CLUSTER HEAD	1	8
2.6.	CLUSTER HEAD	1	8
2.7.	BOARD SECRETARY	1	8
2.8.	BOARD SECRETARY	1	8
2.9.	BOARD SECRETARY	1	8
2.10.	BOARD SECRETARY	1	8
2.11.	BOARD SECRETARY	1	8
2.12.	BOARD SECRETARY	1	8
2.13.	BOARD SECRETARY	1	8
2.14.	BOARD SECRETARY	1	8
2.15.	BOARD SECRETARY	1	8
2.16.	BOARD SECRETARY	1	8
2.17.	BOARD SECRETARY	1	8
2.18.	ADMINISTRATIVE SECRETARY	1	8
2.19.	ADMINISTRATIVE SECRETARY	1	8
2.20.	ADMINISTRATIVE SECRETARY	1	8
2.21.	Reception Room		10
2.22.	Toilet / Bathroom		4
2.23.	Pantry		10
2.24.	Filing / Storage		20
2.25.	Conference Room		70
2.25.1.	Toilet / Bathroom		4
Total: PRB Secretariat Division		20	284
3. Legal Service			
3.1. Director's Office			
3.1.1.	DIRECTOR IV	1	15
3.1.2.	ADMINISTRATIVE ASSISTANT I	1	6
3.1.3.	ADMINISTRATIVE ASSISTANT I - JO	1	6
3.1.4.	Reception Room		10
3.1.5.	Toilet / Bathroom		4
3.1.6.	Pantry		5
3.1.7.	Filing / Storage		10
Subtotal		3	56
3.2. Hearing and Investigation Division			
3.2.1.	ATTORNEY V	1	12
3.2.2.	ATTORNEY IV	1	10
3.2.3.	ATTORNEY	1	8
3.2.4.	ATTORNEY	1	8
3.2.5.	ATTORNEY	1	8
3.2.6.	ATTORNEY	1	8
3.2.7.	ATTORNEY	1	8
3.2.8.	ATTORNEY	1	8
3.2.9.	ATTORNEY	1	8
3.2.10.	LEGAL ASSISTANT	1	6
3.2.11.	LEGAL ASSISTANT	1	6
3.2.12.	Hearing Room		18
3.2.13.	Hearing Room		18
3.2.14.	Hearing Room		18
3.2.15.	Hearing Room		18
3.2.16.	Reception Room		10
3.2.17.	Toilet / Bathroom		4
3.2.18.	Pantry		5
3.2.19.	Filing / Storage		18
3.2.20.	Vault		15
3.2.21.	Library		30
Subtotal		11	244



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3.3. Special Prosecution Division		
3.3.1. ATTORNEY V	1	12
3.3.2. ATTORNEY IV	1	10
3.3.3. ATTORNEY III	1	8
3.3.4. ATTORNEY III	1	8
3.3.5. ATTORNEY III	1	8
3.3.6. ATTORNEY II	1	6
3.3.7. LEGAL ASISSTANT	1	6
3.3.8. LEGAL ASSISTANT	1	6
3.3.9. LEGAL ASSISTANT	1	6
3.3.10. Hearing Room		18
3.3.11. Hearing Room		18
3.3.12. Hearing Room		18
3.3.13. Hearing Room		18
3.3.14. Reception Room		10
3.3.15. Toilet / Bathroom		4
3.3.16. Pantry		5
3.3.17. Filing / Storage		18
3.3.18. Vault		15
Subtotal	9	180
3.4. Legal Research and Opinion Division		
3.4.1. ATTORNEY V	1	12
3.4.2. ATTORNEY IV	1	10
3.4.3. ATTORNEY III	1	8
3.4.4. ATTORNEY III	1	8
3.4.5. ATTORNEY II	1	8
3.4.6. LEGAL ASSISTANT I	1	6
3.4.7. LEGAL ASSISTANT I	1	6
3.4.8. Hearing Room		18
3.4.9. Hearing Room		18
3.4.10. Reception Room		10
3.4.11. Toilet / Bathroom		4
3.4.12. Pantry		5
3.4.13. Filing / Storage		18
3.4.14. Vault		15
Subtotal	7	146
Total: Legal Service	30	626
GRAND TOTAL	93	1,700

V. CONTRACT ACT TERMINATION

The contract of lease shall be effective on the date specified in the Notice to Proceed subject, however, to the provisions of the Guidelines on Termination of Contracts under Annex “I” of the 2016 Revised IRR of R.A. 9184. At the expiration of the Lease Term or renewal thereof, or in the event of pre-termination, any material damage caused by abuse or neglect by the PRC as determined by a competent authority, or unpaid utility/ies, may be reimbursed by the PRC, subject to government accounting and auditing rules and regulations.

VI. ARBITRATION AND VENUE OF ACTION

Any and all disputes arising from the interpretation and implementation of a contract/agreement shall be submitted to arbitration in the Philippines in accordance with the rules provided in Republic Act No. 9285, otherwise known as the “Alternative Dispute Resolution Act of 2004”. Any legal actions arising or relating to, this contract/agreement shall be filed with any of the competent courts in Manila City, Philippines only, to the exclusions of other courts.

VII. LIQUIDATED DAMAGES

1. When the service provider refuses or fails to satisfactorily complete the work within the specified contract time, plus any extension of time duly granted, the service provider is considered in default under the contract and shall pay the PRC for damages, and not by way of penalty, an amount, as provided in the conditions of the contract, equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten

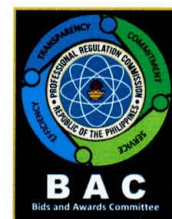


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percent (10%) of the amount of the contract. The PRC shall have the discretion to terminate the contract without prejudice to any other action or remedy it may take to recover the losses incurred as a result of the service provider's failure or non-performance, including but not limited to forfeiture of performance security and blacklisting of the latter.

2. To be entitled to such damages, the PRC need not prove the damages actually incurred. Said damages in any amount shall be deducted from any money due or which may become due to the service provider under the Contract, or collect such damages from the retention money or other securities posted by the service provider, at the PRC's convenience.

1. Compliance with the statements must be supported by evidence in Bidders Bid and cross-referenced to that evidence. 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.
2. 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.
3. 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 4.

**ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF
REFERENCE FOR PROCUREMENT OF LEASE OF OFFICE SPACE FOR THE
PROFESSIONAL REGULATION COMMISSION-CENTRAL OFFICE (PRC-CO)
FROM AUGUST 2025 TO DECEMBER 2025**

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY