



16 October 2023

ASTI - BIDS AND AWARDS COMMITTEE

SUPPLEMENTAL BULLETIN NO. BAC-2023-10-014

**PROVISION OF ONE (1) LOT APPRAISAL/VALUATION SERVICES
 FOR DOST-ASTI**

The ASTI Bids and Awards Committee (BAC) issues this Supplemental/Bid Bulletin to clarify, modify or amend items in the Bidding Documents and to reply to queries raised by the potential bidders through letters/emails for the information of all bidders for the procurement of:

Item:	Provision of One (1) Lot Appraisal/Valuation Services for DOST-ASTI
Approved Budget for the Contract:	Two Million Two Hundred Thousand Pesos Only (P2,200,000.00)
Invitation to Bid No.:	23-09-4550 dated 05 October 2023
Purchase Request No.:	GAA-23-09-17528 dated 05 September 2023
Published Date (PhilGEPS):	07 October 2023 10201895

A. AMENDMENT TO PROCUREMENT DETAILS AND FORMS

REFERENCE	AMENDMENT/CHANGE/CLARIFICATION
Term Sheet Page 1	<p>FROM:</p> <p>4. QUALIFICATION OF THE SERVICE PROVIDER 5.1. Service Provider is required to submit, as part of the technical documents, proof of the following: 4.1.1. Should have at least ten (10) years of experience in appraisal works; 4.1.2. The team leader to be assigned to the project should be a licensed appraiser with at least five (5) years of experience in appraisal works; 4.1.3. Should provide at least ten (10) staff, with at least five (5) years of experience in appraisal works, including the team leader; and 4.1.4. Certificate of Satisfactory Service from at least two (2) clients for the last five (5) years.</p> <p>TO:</p> <p>4. QUALIFICATION OF THE SERVICE PROVIDER 4.1. Service Provider is required to submit, as part of the technical documents, proof of the following: 4.1.1. Should have at least ten (10) years of experience in appraisal works; 4.1.2. The team leader to be assigned to the project should be a licensed appraiser with at least five (5) years of experience in appraisal works; 4.1.3. Should provide at least ten (10) staff, with at least five (5) two (2) to three years of experience in appraisal works, including the team leader; and</p>

	4.1.4. Certificate of Satisfactory Service from at least two (2) clients for the last five (5) years.
Term Sheet Page 2	<p>FROM:</p> <p>5. RESPONSIBILITY OF THE SERVICE PROVIDER</p> <p>5.1. Secure from DOST-ASTI all information about the property, plant, and equipment subject for valuation/appraisal;</p> <p>5.2. The service provider shall conduct a kick-off meeting within five (5) calendar days upon issuance of Notice to Proceed (NTP), to discuss generally the properties, locations and other information needed to begin the appraisal.</p> <p>5.3. Conduct hundred (100%) ocular inspection, data gathering and interview for additional relevant information from concerned staffs/personnel of DOST-ASTI within 40 calendar days from issuance of NTP;</p> <p>5.4. The service provider shall conform and comply to the provisions and requirements stated in accordance with the International Valuation Standards;</p> <p>5.5. Appraiser shall provide breakdown of equipment for quantities recorded in lot/s;</p> <p>5.6. Submit a draft valuation/appraisal report within ten (10) calendar days upon completion of ocular inspection; and</p> <p>5.7. Submit the final valuation/appraisal report within fifteen (15) calendar days from the date of agreement or meeting with DOST-ASTI to proceed with the finalization of the report.</p> <p>TO:</p> <p>5. RESPONSIBILITY OF THE SERVICE PROVIDER</p> <p>5.1. Secure from DOST-ASTI all information about the property, plant, and equipment subject for valuation/appraisal;</p> <p>5.2. The service provider shall conduct a kick-off meeting within five (5) calendar days upon issuance of Notice to Proceed (NTP), to discuss generally the properties, locations and other information needed to begin the appraisal.</p> <p>5.3. Conduct hundred (100%) ocular inspection, data gathering and interview for additional relevant information from concerned staffs/personnel of DOST-ASTI within forty (40) calendar days from issuance of NTP the conduct of kick-off meeting;</p> <p>5.4. The service provider shall conform and comply to the provisions and requirements stated in accordance with the International Valuation Standards;</p> <p>5.5. Appraiser shall provide breakdown of equipment for quantities recorded in lot/s;</p> <p>5.6. Submit a draft valuation/appraisal report within ten (10) thirty (30) calendar days upon completion of ocular inspection; and</p> <p>5.7. Submit the final valuation/appraisal report within fifteen (15) ten (10) calendar days from the date of agreement or meeting with DOST-ASTI to proceed with the finalization of the report.</p>

B. RESPONSE TO QUERIES

QUERY/ISSUE	BAC/END-USER RESPONSE/CLARIFICATION
Not Applicable	Not Applicable

ADDITIONAL INSTRUCTIONS: Prospective bidder/s are required to: 1) amend the form to update existing information or 2) submit a copy of supplemental bulletin with statement of compliance or signature of authorized representative. **Non-compliance with this requirement shall be ground for disqualification.**

Please be guided accordingly.

Prepared by:

for:

KATHERINE B. RAMOS
Head, BAC Secretariat

Approved by:

BAYANI BENJAMIN R. LARA
Chairperson, BAC