



Republic of the Philippines  
Department of Health  
**CENTER FOR HEALTH DEVELOPMENT**  
**CaLaBaRZon**

QMMC Compound, Project 4, Quezon City  
Trunkline: (02) 8249-200  
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## REQUEST FOR QUOTATION

### Lease of Office Space in Binangonan, Rizal for Provincial Health Team Office - Rizal

1. The **DEPARTMENT OF HEALTH - Center for Health Development CaLaBaRZon** (hereinafter referred to as **DOH-CHD CaLaBaRZon**) through the General Appropriations Act (GAA) 2020 intends to apply the sum of **Two Million One Hundred Seventy-Five Thousand Pesos (Php 2,175,000.00)** being the Approved Budget for the Contract (ABC) representing Thirteen (13) months rent, and two (2) month security deposit **inclusive of VAT** and all other applicable government taxes, fees and other charges, to payments under the contract for **Lease of Office Space for Provincial Health Team Office - Rizal (PHTO Rizal) site office** for Thirteen (13) months. Bids received in excess of the ABC for each lot shall be automatically rejected on bid opening.
2. The DOH-CHD CALABARZON now invites legally, technically and financially capable bidders (lessors) to submit for the Lease of Office Space in Binangonan, Rizal for PHTO-Rizal for Thirteen (13) months from November 2020 to December 2021.
3. Procurement process shall be conducted through Negotiated Procurement in accordance with Section 53.10 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act" subject to Annex "H" of the same.
4. Interested bidders may obtain further information from DOH-CHD CaLaBaRZon at the address given below during business hours from 8:00 AM – 5:00 PM.
5. Bidders shall submit its bid containing the original, certified true copy, or photocopy signed by the bidder of the following documents:
  - a) Price Quotation Form ("Annex A")
  - b) PhilGEPS Registration Number
  - c) Valid Mayor's /Business Permit
  - d) SEC or DTI Registration
  - e) Income/ Business Tax Return
  - f) Occupancy Permit
  - g) Vicinity Map showing the location of the building
  - h) Floor plan showing total leased area
  - i) Electrical Plan

Absence of any documentary requirement enumerated herein shall disqualify the bidder.

6. Bids shall be placed in a sealed envelope marked "Lease of Office Space in Binangonan, Rizal for Provincial Health Team Office - Rizal."

The envelope shall:

- a. Contain the name of the project "LEASE OF OFFICE SPACE in Binangonan, Rizal for Provincial Health Team Office - Rizal";
- b. Bear the name, address and contact number of the Bidder;
- c. Addressed to the "Bids and Awards Committee, Center for Health Development CaLaBaRZon"
- d. Bear a warning "DO NOT OPEN BEFORE **25 November 2020 10:00 A.M.**"

Bids must be duly received by the BAC Secretariat at the address below on or before 25 November 2020 10:00 A.M. Bidders who wish to submit their bids before the deadline may submit the same to the Bids and Awards Committee, Center for Health Development CaLaBaRZon, QMMC Compound, Project 4, Quezon City. Late bids shall not be accepted.

The Bids shall be opened to determine the Single/Lowest Calculated Bid (SCB/LCB). The SCB/LCB shall only be based on the monthly rental rate offered. Bids received containing monthly rental in excess of **Two Million One Hundred Seventy-Five Thousand Pesos (Php 2,175,000.00)** shall be automatically rejected.

The real property being offered by the Bidder with the LCB/SCB shall be rated in accordance with the Technical Specifications (Appendix A). Ocular inspection of the leased premises will be conducted to verify and ascertain the offer and statements made by the bidder with the Lowest Calculated Bid.

The SCB/LCB which scored at least eighty percent (80%) pursuant to the Table of Rating Factors for Lease of Real Property included herein will be considered as responsive and reasonable and shall be declared as the Lowest Calculated and Responsive Bid (LCRB).

7. The DOH-CHD CaLaBaRZon reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, you may contact the BAC Secretariat at 8249-2000 local 4411.

  
**NOEL G. PASION, MD, MPH, CESE**  
BAC Chairperson