

**INTERNAL MEMO**

**FOR** : **EVP AILEEN AN. R. ZOSA** *ble. AAR 26-19-18*  
Officer-In-Charge

**THRU** : **SVP NENA D. RADOC** *for*

**FROM** : **MS. HEDDA Y. RULONA** *Hedda Y. Rulona 06/19/18*  
DM III, Budget Department

**DATE** : **19 June 2018**

**SUBJECT** : **Procurement of Temporary Housing Facilities for PN**

Pursuant to LSD Contract Review No. 2018-030 dated 25 May 2018, we would like to request your approval on the revised Terms of Reference indicating the advance payment from three (3) months to twelve (12) months for the procurement of the temporary housing facilities for the affected PN personnel.

We will appreciate receiving your immediate approval to enable us to post said TOR in PHILGEPS and BCDA website on 20 June 2018. We are enclosing the previously approved TOR for your reference.

Thank you.

# LEASE OF TEMPORARY HOUSING FACILITIES FOR THE PHILIPPINE NAVY

## TERMS OF REFERENCE

### I. BACKGROUND

The Bases Conversion and Development Authority (BCDA), under its charter Republic Act No. 7227 (as amended), is vested with the power and authority to undertake the development and conversion to productive civilian use of the lands characterized as the former military baselands under the 1947 Military Bases Agreement. To this end, certain portions of the Metro Manila military camps such as the Navy Village property with an area of approximately 25.84 hectares were transferred to the BCDA for development and/or disposition to generate funds for base conversion, military housing and military modernization under the DND/AFP Modernization Program.

On 03 January 2018, the Philippine Senate (Senate) and BCDA entered into a Memorandum of Understanding (MOU) wherein the Senate is granted an option to buy a portion of the Navy Village approximately consisting of 1.8 hectare out of the total 25.84 hectare area. The said property will be used by Senate for the construction of its new and permanent building which will serve as the new home for the Philippine Senate. As a result of this disposition, about 20 Senior Officers' Quarters currently occupying the subject area will be affected and displaced.

BCDA, as authorized and required under Executive Order No. 62 to undertake the relocation and resettlement of affected military personnel within the camps, has already started the process of constructing the permanent PN Officers' quarters and facilities in BNS Lot 1 which will take about 2.5 years to complete. Given that the Senate already intends to implement the construction of its new building in the last quarter of 2018, there is a need to provide temporary housing facilities to the PN Officers occupying the 20 affected Senior Officers' Quarters who will effectively be displaced by the commencement of the construction activity.

### II. OBJECTIVES

1. To clear the 1.8-hectare Navy Village area which is intended to be disposed to the Senate pursuant to the MOU; and
2. To provide temporary housing facilities to the affected Senior Officers of the Philippine Navy located in the Navy Village area who will be displaced as a result of the subject disposition to the Senate as an interim measure pending the completion of the construction of the permanent facilities in accordance with RA 7227 and its implementing guidelines.

### III. LOCATION

The location of the required housing facilities for the affected Senior Officers shall be within the City of Taguig and should be near the headquarters and offices located in

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BNS Lot 1, Bonifacio South Pointe and Navy Village areas. The location should have good site conditions such as walkable community, enough parking spaces and compliant with the security requirements of the PN.

**IV. APPROVED BUDGET FOR THE CONTRACT**

Based on the result of the Market Analysis, the approved budget shall be Php29.971 million inclusive of all applicable taxes, association dues and other fees. Bids received in excess of the ABC shall be automatically disqualified.

**V. REQUIREMENTS FOR THE HOUSING FACILITIES**

The temporary housing, which should be located within the same community, is classified into two (2) categories: (a) 9 units for the General and Flag Rank Officers; and (b) 11 units for the Senior PN Officers.

| Item No.   | Description                        | Requirement  |
|--|------------------------------------|--|
| <b>Temporary housing facilities for General and Flag Rank Officers</b> |                                    |  |
| 1  | No. of required housing facilities | nine (9) units of Town houses  |
| 2  | Location                           | within ten (10) kilometers from the PN Headquarters and Offices in BNS Lot 1 |
| 3  | Area                               | at least 120 square meters per unit  |
| 4  | No. of Rooms                       | at least 4 bedrooms per unit   |
| 5  | No. of Car Parking                 | at least 2 Parking Slots per unit  |
| <b>Temporary housing facilities for Senior PN Officers</b>             |                                    |  |
| 1  | No. of required housing facilities | eleven (11) Condominium Units  |
| 2  | Location                           | within ten (10) kilometers from the PN Headquarters and Offices in BNS Lot 1 |
| 3  | Area                               | at least 90 square meters per unit   |
| 4  | No. of Rooms                       | at least 3 bedrooms per unit   |
| 5  | No. of Car Parking                 | at least 2 Parking Slots per unit  |

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## **VI. EFFECTIVITY OF CONTRACT**

The temporary housing facilities for the affected Senior Officers shall be leased by BCDA for two (2) years subject to extension, if needed. The extension, if necessary, shall be subject to the same terms and conditions as fixed in the original lease.

## **VII. TERMS OF PAYMENT**

Upon execution of the Lease Agreement, BCDA shall make the following payments:

1. An Advance Lease Payment equivalent to twelve (12) months lease to be applied for the first 12 months of the lease period. Subsequent payments of monthly lease shall be paid on the 15th day of every month and will start in the 13<sup>th</sup> month of the lease.
2. A Security Deposit equivalent to two (2) months lease to cover any unpaid utilities, association dues or any obligations resulting from violations of the Lease. Said security deposits shall be applied on the 23<sup>rd</sup> and 24<sup>th</sup> month of the Lease

All payments under the lease shall be inclusive of value-added tax and other taxes as imposed under the law.

## **VIII. EVALUATION CRITERIA**

BCDA shall conduct the evaluation of the bids using Section 53.10 (Lease of Real Property and Venue) under Annex H, Section V (9) of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184.

## **IX. QUALIFICATIONS OF THE BIDDER**

The minimum qualifications of the prospective Bidder are as follows:

1. Must be allowed to do business in real estate and leasing.
2. Pursuant to Annex H, IRR of Republic Act No. 9184, when it comes to Lease of Real Property or Venue, the following documentary requirements must be submitted by a prospective bidder:
  - a. Mayor's/Business Permit;
  - b. PhilGEPS Registration Number; and
  - c. Income/Business Tax Return.

## **X. BCDA BIDDING RIGHTS**

1. BCDA reserves the right to accept or reject any or all of the Bids without giving any reason whatsoever.

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2. BCDA reserves the right to waive any minor defects in the Qualification Documents and Bid Proposals and accept the offer it deems most advantageous to the Government.
3. BCDA reserves the right not to proceed with the Bidding Process without prior notice of incurring liability and without giving any reason whatsoever.

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