



**Coconut Industry Investment Fund – Granexport Manufacturing Corporation**

**REQUEST FOR QUOTATION**

**(GMC-HO-2024-NP-LEASE-001D)**

**FOR THE LEASE OF COPRA WAREHOUSE AND ASSOCIATED STRUCTURES IN  
BROOKE’S POINT, PALAWAN**

The **Coconut Industry Investment Fund – Granexport Manufacturing Corporation (GRANEX)**, through the approved Corporate Operating Budget, intends to apply the sum of **Eight Hundred Ninety-Five Thousand Six Hundred Forty-Four Pesos and 36/100 (Php 895,644.36) inclusive of 1-month security deposit, VAT and other applicable government taxes** being the estimated total cost for the contract of the **Lease of Copra Warehouse** through **Section 53.10 (Negotiated Procurement - Lease of Private Property & Venue)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, with the following detailed requirements:

**I. GENERAL CONDITIONS**

- a. Price quotation/s must be valid for a period of sixty (60) calendar days from the last day of submission of quotation.
- b. Price quotation/s must be determined in Philippine Peso (Php) and already inclusive of taxes, duties and/or levies payable;
- c. Quotations exceeding the Approved Budget for the Contract (ABC) shall be automatically rejected;
- d. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein as determined during the post-qualification procedures;
- e. The goods shall be delivered according to the requirements specified in the technical specifications;
- f. The Coconut Industry Investment Fund – Granexport Manufacturing Corporation shall have the right to conduct the necessary inspection and verification of the good/s to confirm its/their conformity to the technical specifications;
- g. Should two (2) or more lessors be determined and declared as the lowest calculated and responsive quotation (LCRQ), GRANEX shall adopt a non-discretionary and non-discriminatory tie-breaking method in accordance with the Government Procurement Policy Board Circular 06-2005 dated 5 August 2005;
- h. Monthly Payment shall be made within fifteen days upon the submission of the required supporting documents (i.e. Purchase Order/Contract and Billing Statement) by the lessor; and
- i. Liquidated damages equivalent to one tenth (1/10) of one percent (0.1%) of the total rent under the Contract of Lease shall be imposed on the winning bidder per day of delay in the delivery of the Subject Property. GRANEX shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the total rent under the Contract of Lease without prejudice to other courses of action and remedies available.

## II. TECHNICAL SPECIFICATIONS

GRANEX is looking for a Copra Warehouse with the following technical specifications:

### A. Location and Site Condition

1. Accessibility: The property must be directly accessible to major roads (National highway, Provincial roads, City roads) and with maximum distance of 50 meters from the National highway; The right of way can accommodate at least 5-Units of 10wheeler truck.
2. Topography and Drainage: The property must not be in a flood prone area and with proper drainage.
3. Sidewalk and waiting shed: Capable of accommodating at least ten (10) copra farmers.
4. Parking Space: The property must have an exclusive parking space within the area for at least 5-Units of 10wheeler trucks.
5. Economic Potential: The property must be within 50meter radius from a commercial or business district or the property is classified as mixed use (office, commercial, business)
6. Land Classification, utilization, and assessment: The land must be Agricultural/Industrial/Commercial
7. Other added amenities: with existing truck scale or provision for truck scale installation

### B. Neighborhood Data

1. Prevailing Rental Rate. Property's rental rate must not be more than the approved budget for the contract (VAT inclusive) per month;
2. Sanitation and health condition: The property must have proper garbage facilities and must comply with the health and sanitation standards required under the Sanitation Code of the Philippines.
3. Adverse Influence. The property must be safe and free from informal settlers within a radius of 100 meters;
4. Property Utilization. The property's highest and best use is for copra warehouse with at least 1,100MT capacity; and
5. Police and Fire Stations. The property must be situated within eight (8) kilometers from the nearest police and fire stations.
6. Telecommunication/Internetnetwork: The property must be internet/cable ready.
7. Other Services: The property must be accessible to government and health service centers.

### C. Real Property

1. Structural Condition: The property is designed in compliance with the National Building Code of the Philippines.
2. Functionality.
  - a. Space Requirement. The leasable spaces must be adequate for the GRANEX's area requirement of at least 5,000 square meters.
  - b. Module. The leased Premises shall be handed over with the following minimum specifications:
    - Concrete flooring

- Warehouse must be a floor area of at least 600 square meters that can accommodate at least 1,100,000Kg of Copra
  - Must have readily available and suitable structures for office, laboratory and staff house purposes that can accommodate at least five (5) personnel
  - Provision for installation of fire-fighting equipment
- c. Light and Ventilation. The property's common areas must have proper lighting and ventilation system.
3. Facilities. The property must have the following facilities/amenities:
- a. Main meter for the electrical and water supply exclusively for the use of GRANEX.
  - b. Sufficient electrical and lighting fixtures and convenience outlets. There are also provisions for electrical system (single phase and three phases) for the air-conditioning units and other office equipment to be installed;
  - c. Sufficient water supply within the property;
  - d. Fire emergency exits, as provided by laws;
  - e. Electrical Facilities/Requirements:
    - i. All electrical fixtures, convenience outlets, switches and telephone jacks/terminals must be in good working condition at the time of transfer;
    - ii. All electrical components within the property shall meet the electric load requirements provided for by GRANEX;
  - f. Provision for comfort rooms (CR) with lavatories for the exclusive use of GRANEX employee and clientele/stakeholders/visitors;
  - g. GRANEX should be allowed to demolish/chip portion of ceilings, walls and floors for the installation of A/C units and other equipment.
4. IT Requirements  
The building/property must have provision for the following:
- a. Space for the installation of the horizontal and vertical network cabling (structured cabling infrastructure);
  - b. GRANEX should be allowed to demolish/chip portion of walls, floors and ceilings for the installation of data cables; and
  - c. Sufficient space for network server.
5. Duration of Contract
- a. The Lease Term shall be for a period of twelve (12) months commencing within ten (10) days upon receipt of Notice to Proceed.
- The Lease may be renewed for another term with the same terms and conditions of the prevailing lease, which shall be based on fair Market Value at the time of the negotiations. Fair Market Value shall be defined as the prevailing rate for rent and escalation at the comparable space in the area.

II. SPECIFIC TERMS AND CONDITIONS

- a) The Lessor must be the absolute owner of the property offered for lease and the land on which the same are built;

- b) The property must not be mortgaged;
- c) There are no pending cases, litigation, suits, actions, proceedings, involving the Subject Property and there is no adverse claim affecting its title or rights of ownership and possession over the same;
- d) There are no outstanding obligations or rights of first refusal to purchase the Subject Property, or any portion thereof or interest thereon, as of the date of execution of this Contract of Lease;
- e) The Lessor must be responsible for any Repairs and Maintenance of the property.
- f) Delivery Period  
Within Ten (10) calendar days from receipt of Notice to Proceed.
- g) All the Terms and Conditions expressed in the attached Contract of Lease;
- h) The Contract of Lease shall be subject to the review and approval of the Office of the Government Corporate Counsel. Any of its ensuing comments, recommendations, or directives shall form part of the contract.

III. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract is **Eight Hundred Ninety-Five Thousand Six Hundred Forty-Four Pesos and 36/100 only (Php 895,644.36)** inclusive of 1-month security deposit, VAT and other applicable government taxes. The detailed ABC is as follows:

Detailed ABC			
	Amount (Php)		Total
Monthly Rental	68,895.72	12 month	826,748.64
Security Deposit	68,895.72	1 month	68,895.72
<b>Total</b>			<b>895,644.36</b>

IV. MODE OF PROCUREMENT

The mode of procurement shall be through negotiated procurement, particularly Lease of Real Property, as provided under Section 53.10, Rule XVI of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

V. DOCUMENTARY REQUIREMENTS

For purposes of determining the eligibility of lessors, the prospective lessor/s shall submit in a sealed envelope on or before **November 15, 2024 at 2:00 o'clock** in the afternoon copy/ies of the following documents:

- a. PhilGEPS Registration Certificate/Number;
- b. Mayor's/Business Permit (if recently expired, submit certified true copy of the official receipt as proof that it has applied for renewal);
- c. Transfer Certificate of Title (TCT) covering the Land on which the warehouse and associated structures are built;

- d. Tax Clearance issued by the corresponding local government unit covering the warehouse and associated structures and the land on which on which it is built;
- e. Income/Business Tax Return duly stamped received by the BIR;
- f. BIR Form 2303 or BIR Registration Certificate;
- g. Sample BIR Registered Receipt;
- h. Fire Safety Inspection Certificate from Bureau of Fire Protection;
- i. Sworn Representations and Warranties
- j. Duly Notarized Omnibus Sworn Statement Please use the revised template found at this link: <https://www.gppb.gov.ph/downloadables.php> (original must be submitted); and
- k. Technical and Financial Proposal

However, item (b) of the above documentary requirements may be dispensed should the prospective lessor submit its PhilGEPS Platinum Registration and Membership.

VI. OTHERS

Execution of the Contract of Lease within a period of 10days from the completion of the OGCC's review.

GRANEX now invites lessors to submit their best offer or quotation for the contract which must be delivered in a sealed envelope to:

ANGELITA G. RAPADA  
Head, Bids and Awards Committee Secretariat  
4<sup>th</sup> Floor Palacio Del Gobernador, General Luna St., Intramuros, Manila  
1002 Philippines

GRANEX reserves the right to accept or reject any quotation, to annul the procurement process, and to reject all quotations at any time without thereby incurring any liability to the affected lessor/s.

AL MATTHEW P. UMALI  
Chairperson, Bids and Awards Committee I