OFFICE OF THE SOLICITOR GENERAL

LEASE OF OFFICE SPACE FOR THEOFFICE OF THE SOLICITOR GENERAL (OSG)

RATING FACTORS SHEET

	RATING FACTORS	WEIGHT (%)	RATING
I.	**LOCATION AND SITE CONDITION**		
	1. Distance from OSG main building 1.1 Beyond 3.5 kilometers (0%) 1.2 1-3.5 Kilometers (20%) 1.3 0.99 kilometer and below (40%)	40	
	2. Leasable space within the building/property to house the other OSG divisions/services in the future 2.1 No available additional space (0%) 2.2 With available additional space (5%) 2.3 With existing OSG offices and additional space (10%)	10	
	3. Land Classification, Utilization and Assessment 3.1 Not Urbanized (0%) 3.2 Highly Urbanized (10%)	10	

	3. Topography and Drainage 3.1 The building/property must be located in a flood-free area **or** must have appropriate drainage facilities and adequate ground elevation (5%) 3.2 The building/property must be located in a flood-free area **and** must have appropriate drainage facilities and adequate ground elevation (15%)	15	
	4. Parking space exclusively for OSG 4.1 Less than 20 parking slots (0%) 4.2 20 parking slots and additional pay parking slots for OSG employees (10%)	10	
	5. Compliance with the Accessibility Law (B.P. 344) 5.1 Minimum Compliance (5%) 5.2 Full Compliance (10%)	10	
	6. Sidewalk and Waiting Shed 6.1 Without sidewalk and waiting shed (0%) 6.2 With sidewalk and waiting shed (5%)	5	
		100	
II.	**NEIGHBORHOOD DATA**		

	1. Prevailing rental rate and parking space: A. Office Rental Rate (10) 1.1 Php 1,000 – 1,452.50 (5%) 1.2 Php 999 and below (10%) B. Parking Rental Rate (10) 1.3 PhP 5775 and above (5%) 1.4 PhP 5775 and below (10%)	20	
	2. Sanitation and health conditions 2.1 Below three (3) toilets & lavatories (5%) 2.2 Three (3) or more toilets & lavatories (15%)	15	
	3. Property utilization 3.1 Mixed-Used (5%) 3.2 Purely Commercial (10%)	10	
	4. Police cars, ambulance, and firetrucks 4.1 Not accessible (0%) 4.2 Accessible (10%)	10	
	6. Cafeteria, Food Stores, and Restaurants 6.1 Beyond 10 meters from the building (5%) 6.2 Within the building or within 10 meters from the building(15%)	15	

	7. Banking/Postal/Telecom 7.1 Beyond one (1) kilometer from the building (5%) 7.2 Within the building or within One (1) kilometer from the building (10%)	10	
	8. Health Service Providers/Hospitals 8.1 Beyond one (1) kilometer from the building (10%) 8.2 Within one (1) kilometer fromthe building (20%)	20	
		100	
III.	**REAL PROPERTY**		
	1. Structural Condition (with submission of proof that the building/property was constructed or retrofitted within a particularperiod) 1.1 if constructed or retrofitted within 21-25 years (15%) 1.2 if constructed or retrofitted within 11-20 years (20%) 1.3 if constructed or retrofitted within 10 years and below (25%)	25	
	2. Functionality	12	
	a. Office Space Layout a.1 With obstructions (e.g. false columns, drywall and etc. (2%) a.2 With no obstructions (4%)	4	

	b. Circulation b.1 Without existing loading and unloading bay (0%) b.2 Limited movement through, within and around the premises with existing loading and unloading bay (2%) b.3 Easy movement through, within and around the premises with existing loading and unloading bay (4%)	4	
	c. Light and Ventilation c.1 Inadequately lighted and ventilated in accordancewith Rules 7 & 8 of the National Building Code (2%) c.2 Must be adequately lighted and ventilated in accordancewith Rules 7 & 8 of the National Building Code (4%)	4	
	3. Facilities	18	
	a. Water supply and toilet a.1 Absence of cistern tank and separate or sub-distribution revenue meters (0%) a.2 With cistern tank and separate or sub-distribution revenue meters (4%)	4	
	b. Lighting and electrical system b.1 Absence of backup generators and separate orsub-distribution revenue meters (0%) b.2 With backup generators and separate or sub-distribution revenue meters (4%)	4	

	c. Elevators c.1 With at least two (2) passenger elevators (2%) c.2 With more than two (2) passenger elevators and atleast one (1) service elevator (4%)	4	
	d. Fire escapes and/or emergency exits d.1 With less than 2 fire escapes and/or emergency exits (0%) d.2 With at least two (2) fire escapes and/or emergency exits (1%) d.3 More than two (2) fire escapes and/or emergency exits (3%)	3	
	e. Firefighting extinguishing system e.1 No fire safety inspection certificate (0%) e.2 With a fire safety inspection certificate (3%)	3	
	4. ICT Requirements	20	
	a. Internet and communication system provisions a.1 Limited availability of telecommunication provisions (2%) a.2 Availability of at least four telecommunication provisions (5%)	5	

	b. Installation and repair of ICT equipment b.1 Non-availability of communication riser for installation (0%) b.2 Easy access and availabilityof communication riser for installation (5%)	5	
	c. Proximity of the leased office space to the existing OSG office spaces for costing purposes for the internet and communication system installation. c.1 more than 1 kilometer (0%) c.2 1 kilometer or less (10%)	10	
	5. Other Requirements	25	
	a. Maintenance and waste disposal system a.1 Non-Makati Central Estate Association, Inc. (MACEA) member (0%) a.2 MACEA member (5%)	5	
	b. Facade, Design, and Attractiveness b.1 Dirty and unkempt (0%) b.2 Clean looking and well-maintained (5%)	5	

	c. No. of months with free rent while renovating the space priorto actual move-in c.1 Three (3) months and below of free rent during renovation (5%) c.2 More than three (3) months of free rent during renovation (10%)	10	
	d. Submission of floor plan of the leased area, including the common use area. d.1. Partial submission (3%) d.2 Full submission (5%)	5	
		100	
IV.	FREE SERVICES AND FACILITIES		
	1. Janitorial and Security 1.1 Without building janitorial and security services (provision for janitorial andsecurity services of OSG on the rented area is non-negotiable) (0%) 1.2 With building janitorial and security services (provision for janitorial and security services of OSG on the rented area is non-negotiable) (50%)	50	
	2. Air-conditioning 2.1 With ducting stub-out only (10%) 2.2 With ducting stub-out and air-conditioning unit (25%)	25	
	3. Repair and Maintenance 3.1 Disallows the OSG to make its own repair and maintenance (0%)	25	

	3.2 Allows the OSG to make its own repair and maintenance (25%)		
		100	

SUMMARY			
I.	Location and Site Condition (80)	x (.40)	
II.	Neighborhood Data (95)	x (.10)	
III.	Real Property (83)	x (.40)	
IV.	Free Services and Facilities (100)	x (.10)	
FACTOR VALUE			