

REGIONAL PROPERTY DISPOSAL AND AWARDS COMMITTEE

**NOTICE OF NEGOTIATED SALE FOR THE VARIOUS
UNSERVICEABLE PROPERTIES**
(NS NO. 2020-01)

17 November 2019

The Department of Social Welfare and Development Field Office 1 (DSWD FO1) invites all interested parties to a negotiated sale for the disposal through sale on **"as is, where is"** basis of various unserviceable Property, Plant and Equipment (PPE), semi-expendable properties and waste materials consisting of the attached list.

Prospective bidders may inspect the subject scrap materials per lot located at the different DSWD FO1 premises indicated respectively, to wit:

Location of Unserviceable Properties	Minimum Bid Price (in PhP)
<ul style="list-style-type: none"> • PSMS Warehouse, Urayong, Bauang, La Union • Regional Rehabilitation Center for Youth (RRCY), Urayong, Bauang, La Union • Home for Girls (HFG), San Nicolas West, Agoo, La Union <p>Bonuan Binloc, Dagupan City:</p> <ul style="list-style-type: none"> • Area 1 Vocational Rehabilitation Center (AVRC1) • Haven for Children (HFC) • Haven for Women (HFW) 	161,722.60

The **inspection** shall be scheduled on **18-30 November 2020** from **Monday to Friday, 8:00 AM to 5:00 PM** in **coordination with the RPDAC Secretariat** at the Property and Supply Management Section (PSMS), DSWD Field Office 1, Quezon Avenue, City of San Fernando, La Union and you may also inquire through trunkline number (072) 687 80 00 local 201.

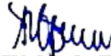
Prospective bidders must submit the following documents during the scheduled opening of sealed bids:

1. Copy of the bidders or his/her representative Identification Card (ID) issued by the government;
2. Copy of the latest Business/Mayor's Permit;
3. Copy of Permit to operate/Environmental Compliance Certificate/Certificate of Non-coverage issued by DENR
4. Bid Form
5. Duly signed Instruction to Bidders
6. Bidder's Bond in the form of cash and in the amount equivalent to at least ten percent (10%) of the Total Bid Offer

Bid proposals shall be submitted to the RPDAC Secretariat not later than **12:00 noon of 1 December 2020**. **Opening and deliberation of sealed bids will be at 1:00 PM at the same date, to be held at Model Senior Citizen Center, Quezon Avenue, City of San Fernando, La Union (at the back of DSWD FO1 Building).**

DSWD FO1 reserves the right to accept or reject any or all bid/quotation, to waive any formality herein, to annul the negotiated sale and to reject all bids/quotations at any time prior to contract award, without thereby incurring any liability to the affected Bidder/s.

DSWD FO1 likewise reserves the right to accept the offer most advantageous to the Government.



ANNIELY J. FERRER

OIC-Assistant Regional Director for Administration/
Chairperson, RPDAC

BID FORM

THE REGIONAL PROPERTY DISPOSAL AND AWARDS COMMITTEE:

Submitted herewith is my bid proposal in response to the Negotiated Sale No. 2020-01 dated 16 November 2020 and its Instruction to Bidders for the disposal of unserviceable properties:

Item Description	Minimum Lot Bid Price (in PhP)	Bid Offer	Amount of Bidder's Bond (in PhP)
Please see attached complete list	161,722.60		

It is understood that DSWD FO1 reserves the right to accept or reject any or all bid/quotation, to waive any formality herein, to annul the negotiated sale and to reject all bids/quotations at any time prior to contract award, without thereby incurring any liability to the affected Bidder/s.

I have fully read and understood the Instruction to Bidders and shall comply with the conditions stated therein.

Signature of Authorized Representative	:	_____
Name of Authorized Representative	:	_____
Business/Company Name	:	_____
Business Address	:	_____
Mobile Number	:	_____
Telephone Number	:	_____
E-mail Address	:	_____
Tax Identification Number (TIN)	:	_____

**INSTRUCTION TO BIDDERS
FOR THE DISPOSAL OF UNSERVICEABLE PROPERTIES OF DSWD FO1**

A. INSPECTION OF UNSERVICEABLE PROPERTIES

The unserviceable properties of DSWD FO1 is available for inspection/viewing on **18-30 November 2020 from Monday to Friday, 8:00 AM to 5:00 PM.**

B. QUALIFICATION OF BIDDERS

All bidders who can comply with the documentary requirements of DSWD FO1 are qualified to participate in the Negotiated Sale.

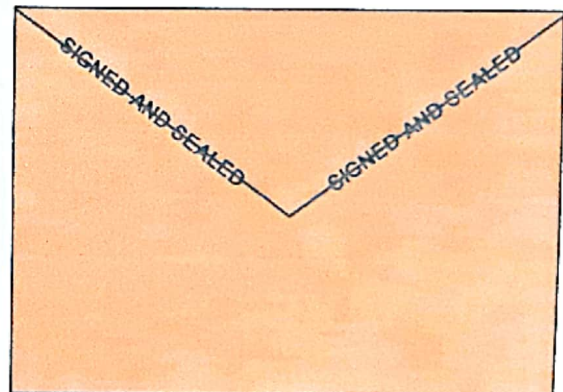
C. SEALING AND MARKING OF BIDS

Proposals must be placed in a sealed envelope with the following details:

NS NO. 2020-01
BIDDERS COMPANY NAME AND ADDRESS

THE CHAIRPERSON
Property Disposal and Awards Committee
Department of Social Welfare and Development
Quezon Avenue, City of San Fernando, La Union

DO NOT OPEN BEFORE:
01 December 2020, 1:00 PM



All bids submitted should be properly accomplished and sealed, any bid falling under the following condition/situation shall be considered invalid:

1. Bid is unsealed;
2. Bid is unsigned by the bidder; and
3. Insufficient/No Bid Bond

D. SCHEDULE OF OPENING OF SEALED BIDS

The negotiated sale shall be conducted on “as is, where is” basis by the Regional Property and Awards Committee (RPDAC).

Bid proposals shall be submitted to the RPDAC Secretariat not later than **12:00 noon of 1 December 2020. Opening and deliberation of sealed bids will be at 1:00 PM at the same date, to be held at Model Senior Citizen Center, Quezon Avenue, City of San Fernando, La Union (at the back of DSWD FO1 Building).**

Bids submitted beyond the deadline shall no longer be accepted.

E. MODIFICATION AND WITHDRAWAL OF BID

1. A bidder may modify its bid after it has been submitted provided that the submission of modified bid is received by the RPDAC Secretariat before the deadline of submission of bids; and
2. A bidder may be allowed to withdraw his/her bid prior to opening of bids and shall be returned to him/her unopened. A bidder may, through a Letter of Withdrawal, withdraw its bid after it has been submitted for valid and justifiable reason and must be received prior to the deadline of submission of bids.

F. SUBMISSION OF BIDS AND BOND

Prospective bidders must submit the following documents during the scheduled opening of sealed bids:

1. Copy of the bidders or his/her representative Identification Card (ID) issued by the government;
2. Copy of the latest Business/Mayor's Permit;
3. Copy of Permit to operate/Environmental Compliance Certificate/Certificate of Non-coverage issued by DENR
4. Bid Form
5. Duly signed Instruction to Bidders
6. Bidder's Bond in the form of cash in the amount equivalent to at least ten percent (10%) of the Total Bid Offer

G. OPENING OF BIDS

1. The RPDAC, constituted by a quorum and presided by the Chairperson or the Vice Chairperson shall open all bids received within the deadline, at the date, time, and place set in the invitation;
2. Representatives from the Commission on Audit (COA) shall be invited to witness the opening of bids;
3. An Abstract of Bids "as Read" shall be prepared by the RPDAC Secretariat for signature of the RPDAC members and shall be approved by the Regional Director or his authorized representative; and
4. After all bids have been opened and tabulations completed, the Presiding Officer shall announce the name of the highest complying bidder and the amount of his/her bid.
5. The Bid Bond of the losing/disqualified bidder shall be returned to them after the announcement of results.

H. AWARDING OF BIDS

1. Award shall be made to the highest bidder;
2. The Notice of Award shall be issued by the RPDAC to the winning bidder within **three (3) working days** from the opening of bids;
3. The bidder whose offer is considered the most advantageous to the government shall be awarded, provided the offer shall not be less than the minimum bid set by the RPDAC. In case of tie, the bidders involved shall immediately submit another sealed bid which shall, likewise, be open until such tie is broken; and

4. If the winning bidder refuses to accept the award, the next highest bidder shall be awarded the bid, so forth and so on. However, any bidder who refuses to accept the award **SHALL BE REQUIRED TO PAY THE DIFFERENCE BETWEEN SAID BIDDER AND THAT OF THE NEXT BIDDER**, shall be blacklisted and shall not be allowed to participate in the future biddings, without prejudice to RPDAC's other courses of action and remedies open to it.

I. PAYMENT

1. **One-time payment in CASH** shall be made within **three (3) calendar days from the date of receipt of Notice of Award**;
2. The Bid Bond of the winning bidder shall be considered as partial payment of the Final Bid Price. The difference between the Final Bid Price and Bid Bond shall be paid in the form of cash to the DSWD FO1 Cashier (***Ang Bid Bond ng magwawaging bidder ay magiging paunang bayad niya. Ang natitirang halaga ay dapat bayaran sa loob ng tatlong araw sa Cashier lamang ng DSWD FO1***);
3. An Official Receipt (OR) shall be issued by DSWD FO1 covering the payment made by the winning bidder;
4. In addition to the amount of sale, the winning bidder shall also pay taxes, cost or charges of any kind in connection with the sale of the materials; and
5. In case the winning bidder fails to make the payment within the prescribed period, said bidder will be blacklisted and shall not be allowed to participate in the future biddings.

J. PICK-UP/HAULING OF PROPERTY BY THE WINNING BIDDER

1. The winning bidder shall be given **five (5) calendar days** from receipt of **Notice to Proceed**;
2. The winning bidder shall pick-up/haul the unserviceable properties from the following locations:
 - a. PSMS Warehouse, Urayong, Bauang, La Union
 - b. Regional Rehabilitation Center for Youth (RRCY), Urayong, Bauang, La Union
 - c. Home for Girls (HFG), San Nicolas West, Agoo, La Union
 - d. Bonuan Binloc, Dagupan City:
 - Area 1 Vocational Rehabilitation Center (AVRC1)
 - Haven for Children (HFC)
 - Haven for Women (HFW)
3. The winning bidder can only claim the articles after he/she has fully paid the total amount of sale as evidenced by an Official Receipt. He/she shall only be able to withdraw the sold items upon presentation of a duly accomplished Tally Out Sheet/Gate Pass together with a copy of the OR, in coordination with the RPDAC and shall be made only during working hours and within the fixed period fixed by the RPDAC.
4. Expenses incidental to the pick-up/hauling of property shall be borne by the winning bidder (***Anumang bayarin at gastusin kaugnay sa pagbebenta at paglilipat ng mga articles ay babalikatin ng magwawaging bidder.***); and
5. In case the winning bidders fails to complete the pick-up/hauling of property within the prescribed period, the award shall be cancelled/revoked. The next highest bidder shall be awarded the bid, so forth and so on.

K. FORFEITURE /RETURN OF BID BOND

1. The bid bond shall be forfeited in favor of DSWD FO1 in the following instances:
 - a. The winning bidder refuses to accept the award;
 - b. In case the winning bidder fails to make the payment within the prescribed period;
and
 - c. The winning bidder fails to complete the pick-up/hauling of the property within the prescribed period.

L. FAILURE OF BIDDING

Failure of bidding shall be declared in the following instances:

- a. If prospective bidders are declared ineligible;
- b. No bids are received;
- c. All bids fail to comply with the requirement;
- d. All bid below the minimum bid price; and
- e. The winning bidder refuses to accept the award or fails to make payment as required;

CONFORME:

Name and Signature of Bidder's
Authorized Representative

Position

Date

LIST OF UNSERVICEABLE EQUIPMENT/WASTE MATERIALS

PSMS WAREHOUSE AND RRCY, URAYONG, BAUANG, LA UNION

ITEM NO.	ITEM DESCRIPTION	QUANTITY
FO1		
1	LAPTOP/NOTEBOOK	107
2	NETBOOK	11
3	CPU	3
4	AIR CONDITIONER, FLOOR STANDING, 5 TONNER	1
5	AIR CONDITIONER, WINDOW TYPE	2
6	TYPEWRITER	4
7	PROJECTOR	6
8	LED TV	1
9	CAMERA	7
10	PRINTER, LASERJET	41
11	PRINTER, BOTTOMLESS	20
12	PRINTER, CARTRIDGE	13
13	PRINTER, DOT MATRIX	2
14	TABLET	1
15	CELLPHONE	1
16	WATER DISPENSER	3
17	PUBLIC ADDRESS SYSTEM	3
18	SWIVEL CHAIR	31
19	LONG CHAIR, 5 SITTERS	1
20	SOFA	1
21	DINING CHAIR	5
22	CABINET, MOBILE PEDESTAL	8
23	CABINET, FILING	4
24	VACUUM CLEANER	2
25	WEIGHING SCALE	1
26	MONITOR	31
27	AIR COOLING FAN	2
28	STAND FAN	6
29	DESK FAN	2
30	WALL FAN	2
31	POWER BANK	1
32	MULTI-TESTER	1
33	EXTERNAL HARD DRIVE	6
34	AVR	57
35	UPS	103
36	BROADBAND STICK	5
37	MOBILE ROUTER/POCKET WIFI	2
38	BROADBAND ROUTER	5
39	EMERGENCY LAMP/LIGHT	5
40	FLASHLIGHT	16
41	RADIO	1
42	IMPULSE SEALER	1
43	LAPEL	2
44	FAX MACHINE	2
45	TELEPHONE	3
46	INTERCOM	11

47	KNAPSACK SPRAYER	1
48	TARPAULIN STAND	5
49	BILL COUNTER	1
50	CALCULATOR	7
51	SHARPENER	4
52	STAPLER	9
53	PUNCHER	11
54	TAPE DISPENSER	3
55	STAMPING DATER	3
56	AIRPOT	2
57	UPS BATTERY	11
58	LAPTOP BATTERY	8
59	LAN CARD	12
60	ASSORTED POWER ADAPTER	8
61	VIDEO CARD	2
62	USB CARD	2
63	RAM	4
64	MOUSE	20
65	KEYBOARD	37
66	CD DRIVE	4
67	POWER SUPPLY	30
68	HARD DRIVE	18
69	BATTERY	8
70	OIL FILTER	17
71	TRANSMISSION OIL SEAL	1
72	EXPANSION VALVE	2
73	CABIN FILTER ORING GASKETS	1
74	DISCHARGE HOSE W/ FITTINGS AND CLIPING FLUSHING OIL	1
75	AIRCON EVAPORATOR	1
76	OIL SEAL	1
77	REPAIR KIT	1
78	FOG LIGHT BULB	1
79	SHOCK ABSORBER	2
80	BEARING	1
81	FUEL FILTER	4
82	LED CLEARANCE LIGHT	6
83	TIRES	29
84	VALVE STEM	4
85	TIRE FLAP	1
86	CAPACITOR, FLOOR POLISHER	1
87	HORN	1
88	FRONT WHEEL HUB OIL SEAL	1
89	BRAKE CALIPER KIT	1
90	UPPER BALL JOINT	1
91	LOWER BALL JOINT	1
92	CALIPER PISTON	1
93	BRAKE SHOE	1
94	STARTER CONTACT	2
95	CARBON BRUSH	3
96	BULB	1
97	AIR FILTER	1
98	AXLE OIL SEAL, BIG	2
99	AXLE OIL SEAL, SMALL	2

100	RUBBER CUPS	12
101	COMPRESSOR LIPSEAL	1
102	COMPRESSOR ORING	1
103	REPAIR KIT BRAKE MASTER	1
104	PULLEY ASSEMBLY	1
105	IDLER PULLEY BEARING	1
106	AIR CLEANER	1
107	BRAKE SHOE	1
108	BRAKE PAD	2
109	CALIPER REPAIR KIT	1
110	BALL JOINT	5
RRCY		
111	CABINET, FABRICATED, 3 DIVIDERS, STEEL	15
112	PRESSURE TANK, SMALL	1
113	OVERHEAD TANK	1
HFG		
114	LAPTOP	3
115	FREEZER	1
116	PRINTER	4
117	ELECTRIC PUMP	1
118	INDUSTRIAL FAN	7
119	STAND FAN	2
120	ORBIT FAN	1
121	LPG POWER LAMP	2
122	WALL FAN	3
123	WASHING MACHINE	1
124	ELECTRIC THERMOS	1
125	DIGITAL CAMERA	1
126	EMERGENCY LAMP	1
127	CALCULATOR	1
128	PUNCHER	1

LIST OF UNSERVICEABLE EQUIPMENT/WASTE MATERIALS

HFC, HFW, AND AVRC, BONUAN BINLOC, DAGUPAN CITY

ITEM NO.	ITEM DESCRIPTION	QUANTITY
HFC		
1	LAPTOP	1
2	TELEFAX MACHINE	1
3	RADIO	1
4	CABINET, MOBILE PEDESTAL	2
5	CABINET, STEEL, FABRICATED	9
6	TABLE	1
7	SANDWICH MAKER	1
8	ORBIT FAN	2
9	WALL FAN	1
10	STAND FAN	1
11	EXHAUST FAN	1
12	WAITING CHAIR, 5 SEATERS	2
13	REFRIGERATOR	1
14	PLASTIC CHAIR	5
15	RICE DISPENSER	1
16	MEDICAL BED, STEEL	1
17	WASHING MACHINE	1
18	WEIGHING SCALE	1
HFW		
19	LAPTOP	4
20	TABLET	4
21	ORBIT FAN	7
22	STAND FAN	4
23	PRESSURE TANK	2
24	WAITING CHAIR	1
25	CPU	1
26	WHEELCHAIR	1
27	REFRIGERATOR	1
28	RICE COOKER	1
29	CONFERENCE TABLE	2
30	FABRICATED TABLE	1
31	ROCKING CHAIR	1
32	TV RACK	1
33	TV FLAT SCREEN	1
34	EXAMINATION BED	1
35	MOVABLE CABINET	1
36	DOUBLE DECK BED, WOOD	2
37	WOODEN ARMREST	3
38	MEDICAL BED	1
39	STEEL CABINET	1
40	AVR	2
41	KEYBOARD	4
42	STAPLER	3
43	HARD DRIVE	2
44	PUNCHER	2
45	CALCULATOR	5

46	TAPE DISPENSER	2
47	MONOBLOCK	23
48	BIG STEEL WINDOW	4
49	SMALL STEEL WINDOW	4
50	OIL FILTER	1
51	FUEL FILTER	1
52	ACCE CABLE	1
53	BREAK PAD	1
54	REPAIR KIT RUBBER CUP	1
55	HYDROVAC	1
56	MASTER	1
57	REPAIR KIT (GEAR BOX)	1
58	REPAIR KIT (STEERING PUMP)	1
AVRC		
59	LAPTOP	8
60	PRINTER	4
61	DRUM SET	1
62	CEILING FAN	2
63	TOILET BOWL	11
64	FAUCET	4
65	DOORS	18
66	CALCULATOR	1