



Republic of the Philippines
DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

**INVITATION FOR THE SALE / DISPOSAL THROUGH AUCTION OF VARIOUS
WASTE MATERIALS**

September 14, 2018

The Department of Finance through its Disposal Committee invites interested buyers to bid for the sale of one (1) lot various unserviceable properties located at the DOF Building, with a floor price of Eleven Thousand Five Hundred Sixty Three Pesos and 30/100 (PHP11,563.30) on September 20, 2018 detailed as follows:

Item Name/Description	Floor Price (Minimum Bid Price)	Location
One (1) Lot unserviceable properties consisting of various IT / office equipment	Php11,563.30	DOF Building

Schedule of Activities are as follows:

Activity	Date	Time/Venue
Inspection of Unserviceable Property	September 17, 2018 – September 19, 2018	8:00 a.m. – 4:00 p.m. , DOF Building
Submission of Bid Offer	September 21, 2018	9:00 a.m., Disposal Committee Secretariat 7 th Floor, EDCPC Building, BSP Complex, Roxas Boulevard, Malate, Manila
Opening of Bid Offer	September 21, 2018	9:30 a.m., Melchora Aquino Room, 7 th Floor, EDCPC Building, BSP Complex, Roxas Boulevard, Malate, Manila

Interested Buyers are advised to conduct an ocular inspection of the unserviceable properties subject for disposition. Instruction to Buyers is attached as Annex "A" of this invitation.

For further inquiries, interested bidders/s may call or contact the Disposal Committee Secretariat c/o Ms. Eusebia Guevara, / Mr. Antonio Duran at Tel. No. 525-4227 and 526-8475.


GIL S. BELTRAN
Undersecretary and
Chairman, DOF Disposal Committee



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ANNEX "A"

**INSTRUCTIONS TO BIDDERS AND TERMS OF CONDITIONS OF SALE FOR
DISPOSAL THROUGH AUCTION OF VARIOUS WASTE MATERIALS**

1. All sealed bids shall be submitted to the Disposal Committee Secretariat, 7th Floor EDPC Building, BSP Complex, Roxas Boulevard, Malate, Manila on September 21, 2018 at 9:00 a.m. Opening of which shall immediately follow at 9:30 a.m. at the Melchora Aquino Conference Room, 7th Floor EDPC Building, Roxas Boulevard, Malate, Manila.

The complete set of documents to be submitted shall include the following:

- a) Bid Proposal
- b) Bidder's Bond equivalent to at least ten percent (10%) of the total value of the offer in the form of cash.

Unsigned bid proposals shall automatically be rejected during the opening.

2. The bidder with the Highest Proposal shall be considered as the winner. In the event that there are two (2) or more bidders with equal bids, said bidders shall be given the chance to improve/revise their proposal and place it in a sealed envelope. The new proposals will be opened by the Disposal Committee. The Bid Bonds of the three (3) highest bidder/s shall be returned only after the winning bidder has completed the withdrawal of the awarded properties.
3. The winning bidder must effect full payment within three (3) working days from receipt of Notice of Award of Sale. In case the awardee fails to pay the Total Bid Price within the specified period or withdraws after the opening thereof, his Bid Bond shall be forfeited and the second (2nd) highest bidder shall be considered, provided it is equal or higher to the indicated floor price.

Failure of bidding shall be declared if no bids are received on the deadline set and all bidders failed to comply with the Instructions to Bidders and Terms of Condition for Sale of Disposal Through Auction of Various Waste Materials.

4. Gate Pass and other related documents shall be issued in favour of the winning bidder.
5. Pick-up / Hauling of the awarded property must be made within three (3) working days or earlier after full payment has been made. Failure to pick-up / haul the same within the specified period shall result to forfeiture of the Bidder's Bond.
6. The winning bidder shall be responsible for all the incidental expenses related to the pick-up / hauling of the disposed properties.

7. DOF officials and employees shall not be allowed to participate in the bidding of Unserviceable Property, Plant, Equipment and Materials.



GIL S. BELTRAN
Undersecretary and
Chairman, DOF Disposal Committee

CONFORME:

Printed Name and Signature of Bidder/Business Name

Printed Name and Signature of the Authorized Representative/Date Signed

Tax Identification Number

Contact Numbers (landline or mobile)

BID PROPOSAL FORM

Date

**The Chairman
DOF Disposal Committee**

Sir:

In response to Invitation for the Sale /Disposal Thru Auction of Various Unserviceable Properties dated September 14 2018, submitted herewith is my offer for the sale of one (1) Lot unserviceable properties consisting of various IT / Office equipment, plastic and other items:

BID OFFER	BID BOND

My Total Bid Offer is _____ (Php)

and the corresponding Total Bidder's Bond in pesos is (Php _____) respectively.

I have read and fully understand the Instructions to Bidders and Terms and Conditions of Sale for Disposal Through Auction of Various Unserviceable Properties.

Very truly yours,

Printed Name and Signature of Bidder or
Authorized Representative

Date Signed

Tax Identification Number

Contact Numbers (landline or mobile)