



Department of Agriculture
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

INVITATION TO BID AND NOTICE OF SALE

The Department of Agriculture-Regional Field Office No. 5 (DA-RFO 5) is inviting interested individuals and entities to quote and bid on “**AS IS, WHERE IS**” basis for **Lot 1**- Various Scrap/Waste Materials removed from the old Crop Research Building, Lanuza Hall, Regional Nursery, and other rehabilitated/repared buildings inside DA-RFO 5 compound, and remnants of four (4) units egg incubator with hatcher which were returned unserviceable and damaged by typhoon at the storage area (with Serial Nos. AC 252-384, 252-383, 252-395, 252-412 and Property Nos. FE-093-7-17, FE-094-7-17, FE-098-7-17, FE-101-7-17, respectively); and **Lot 2** – One (1) unit Unserviceable Trailer at Central Bicol Experiment Station (CBES).

The list of eligibility requirements and bidding documents may be obtained from the General Services Section, DA-RFO 5 Compound and ocular inspection of the unserviceable vehicles and other materials may be made inside the DA-RFO 5 Compound at San Agustin, Pili, Camarines Sur from 9:00 a.m. of April 27, 2022 until the close of office hours of May 4, 2022.

Bidding documents will be issued within the same period set above, but only to those prospective bidders or their duly authorized representative with SPA who complied with the following conditions:

- a. Filing of a letter of intent within the same prescribed period;
- b. Payment of non-refundable amount of ₱500.00 per lot to the Cashier's Office and exhibit Official Receipt to the General Services Section Office.

Deadline for submission of bids in one sealed envelope with duplicate copy before the **Opening of Bids** will be on **May 13, 2022, 10:00a.m.** at the Sta. Catalina Hall, 3rd Floor, Operations Building, DA-RFO 5, San Agustin, Pili, Camarines Sur, in the presence of observers and bidders or authorized representatives.

Obtaining or relating to the disposal processes shall be governed by the pertinent provisions of Sec. 79, P.D. 1445, EO 888 Series of 1983 and other pertinent laws, rules and regulations on disposal of government properties.

For more details, please see or call the Disposal Committee at the Office of the Regional Technical Director for Operations and Extension at telephone no. (054) 477-7448 or at the General Services Section or log-on our website at <http://bicol.da.gov.ph>.

April 22, 2022, DA-RFO 5, San Agustin, Pili, Camarines Sur, Philippines.

RODEL P. TORNILLA, MABE
Regional Executive Director



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REGIONAL DISPOSAL COMMITTEE

Instruction to Bidders

DISPOSAL OF UNSERVICEABLE PROPERTIES THROUGH PUBLIC BIDDING (Attachment to ITB/Notice of Sale- April 22, 2022)

A. Inspection of Unserviceable Properties

Unserviceable Properties consisting of One Lot-Various Scrap/Waste Materials removed from the old Crop Research Building, Lanuza Hall, Regional Nursery, and other rehabilitated/repared buildings inside DA-RFO 5 compound, and remnants of four (4) units egg incubator with hatcher which were returned unserviceable and damaged by typhoon at the storage area (with Serial Nos. AC 252-384, 252-383, 252-395, 252-412 and Property Nos. FE-093-7-17, FE-094-7-17, FE-098-7-17, FE-101-7-17, respectively), and One Lot- 1 unit unserviceable trailer at CBES, allocated at DA-RFO 5, San Agustin, Pili, Camarines Sur are available for viewing starting 9:00 o'clock in the morning of **April 27, 2022** until close of office hours of **May 4, 2022**.

B. Schedule of Pre-Bid Conference and Bid Opening

Pre-Bid Conference will be on **May 12, 2022 at 1:30 p.m.** and **Bid Opening** will be on **May 13, 2022 at 10:00a.m** at **Sta. Catalina Hall, 3rd Floor, Field Operations Division Building, DA-RFO 5, San Agustin, Pili, Camarines Sur** in the presence of observers and bidders or their authorized representatives.

C. Qualification of Bidders

Individuals, partnerships and/or corporations are qualified to participate in the bidding subject to the submission of qualification documents as may be required by the Regional Disposal Committee.

In case of authorized representative/s, if any, shall submit a certification issued by the President/General Manager/Owner of the firm as may be applicable, authorizing him/her to speak for and submit bids in behalf of the latter.

D. Floor Price

A floor price for each unserviceable property has been set in accordance with accounting and auditing rules and is indicated opposite each property in the Notice of Sale/Bid form.

E. Submission of Bids and Bid Bonds

1. The bid must be submitted using the company's firm or personal letterhead to the General Services Section, DA-RFO 5 San Agustin, Pili,



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Camarines Sur in a sealed envelope with duplicate copy and shall be labeled with the Bidder's Name, Address and Contact Number;

2. A **Bid Bond** amounting to **Five Thousand Pesos (Ps. 5,000.00)** in the form of cash, must be submitted and placed inside the sealed bid envelope. Bid submitted below the floor price and/or without the corresponding Bid Bond shall be disqualified;
3. A Tender Box shall be made available where bidders should place their bids; and,
4. Deadline of submission of bids is at **10:00 a.m. of May 13, 2022**. Bids submitted beyond said deadline shall not be accepted.

F. Opening of Bids

1. Opening of bids will immediately follow after the deadline of submission of bids in the presence of majority of the members of the Disposal Committee and the bidders who chose to attend;
2. A bid submitted cannot be changed or withdrawn after the deadline of submission of bids; and,
3. An Abstract of Bids shall be prepared by the Secretariat for reference.

G. Awarding of Bids

1. Awards shall be made to the highest bidders;
2. In case of tie, the Committee will resort to non-discretionary criteria (toss coin or draw lots) to be determine the winning bidder; and,
3. If the winning bidder refuses to accept the Award, said bidder will be blacklisted and shall not be allowed to participate in the future biddings. The next highest bidder shall be awarded the bid and so on and so forth.

H. Payment

1. One-time payment in cash shall be made within ten (10) calendar days from the date of opening of bids or issuance of the Notice of Award, whichever comes earlier;
2. An Official Receipt shall be issued by the Committee/DA-RFO 5 covering the payment made by the winning bidder.

I. Pick-up/Hauling of the Properties by the Winning Bidder

1. The winning bidder shall be given five (5) calendar days from receipt of Notice of Award to pick-up and haul the property;
2. Expenses incidental to the pick-up/hauling shall be borne by the winning bidder; and,



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3. In case of failure to complete the pick-up/hauling within the prescribed period, the award shall be revoked/cancelled. The next highest bidder shall be awarded the bid and so forth, and so on.

J. Forfeiture/Return of the Bid Bond

1. The Bid Bond shall be forfeited in favor of DA-RFO 5 in the following instances:
 - a. If the winning bidder refuses to accept the award;
 - b. In case the winning bidder fails to make payment within the prescribed period;
 - c. If the winning bidder fails to complete the pick-up/hauling of the property within the prescribed period.
2. The Bid Bond shall be returned concerned bidder/s after the winning bidder has completed the pick-up/hauling of the properties.

K. Failure of Bidding

Failure shall be declared in the following instances:

1. If prospective bidders are declared ineligible, no bids are received, all bids fail to comply with the bid requirements, all bids are below the floor price, and winning bidder refuses to accept the Awards and/or fails to make payment on time.
2. If there is only one offeror/bidder. In this case, the offer or bid if sealed shall not be opened.

L. Reservation Clause

The Committee reserves the right to reject or all bids, waives any defect contained therein without any reason and to accept the offer most advantageous to the government. Further, the Agency assumes no obligation whatsoever to compensate or indemnify the bidder for any expense or loss they may incur in participating in this undertaking nor does it guarantees that an Award will be made.

For more details, see the Secretariat of the Disposal Committee.

April 22, 2022, DA-RFO 5 San Agustin, Pili, Camarines Sur.

LUZ R. MARCELINO
RTD for Operations and
Chairperson, Regional Disposal Committee



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REGIONAL DISPOSAL COMMITTEE

NOTICE OF SALE

Please quote your highest price for the following items below on "AS IS, WHERE IS" basis. The items listed below listed are subject for disposal and may be inspected at Department of Agriculture-Regional Field Office No. 5, San Agustin, Pili, Camarines Sur starting April 27, 2022 until May 4, 2022 from 9:00 A.M. until the close of office hours.

Lot No.	QUANTITY & UNIT	PARTICULARS <u>SCRAP AND WASTE MATERIALS</u>	APPRAISED VALUE/FLOOR PRICE	QUOTE/PRICE
				Amount (PhP)
1	1 lot	Various G.I pipes, iron bars/rods for reinforcing concrete and corrugated galvanized iron sheets -Beside DA powerhouse, near Maintenance Unit Office and proposed Livestock Program cold storage area (beside Bodega 1)	Ps. 9.00/kg.	
		Various G.I bars, iron trusses, and aluminum materials used at Lanuza Hall (on-going repair/rehab) -Open area near the construction site		
		Various metal, aluminum, glass panels, and corrugated G.I sheets used at RTCC -Stocked at the back and beside the building		
2	1 unit	Trailer -Located in front of the CBES seed warehouse	Ps. 9.00/kg.	

I hereby certify that the above prices are the highest offer that I can quote for the foregoing items subject for disposal. I am ready to pay the same within ten (10) days from **receipt of the Notice of Award**, in the event the sale be awarded in my favor.

Bidder's Name and Signature



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