

13 December 2022

INVITATION TO BID**Invitation to a Sealed Public Bidding for the
Sale of four (4) lots of Unserviceable Office/I.T. Equipment and Semi-Expendable Properties
including Construction/Scrap Materials**

The Department of Social Welfare and Development-Central Office, through its Property Disposal and Awards Committee (PDAC), hereby invites all interested parties to participate in a sealed public bidding for the disposal through sale on an "as-is-where-is" basis of various unserviceable properties and construction/scrap materials consisting of the following:

QTY/ UNIT	DESCRIPTION	MINIMUM BID PRICE PER LOT/KG	LOCATION
1 lot	Office/I.T. Equipment and Semi-Expendable Properties including Construction/Scrap Materials (Desktop Computer/ Laptop/ Copier Machine/ Workstation/ Airconditioner/ Construction/Scrap Materials/ others)	₱ 74,279.43/lot	DSWD – Central Office Warehouse
1 lot	Cardboard (Boxes & Core) (Cardboard Boxes-23,894kgs; Core from stretch plastic film-2,079kgs)	₱ 2.61/kg	DSWD – NROC
1 lot	Empty Nylon Sack (NFA) (Volume = 5,109kgs)	₱ 7.15/kg	
1 lot	Assorted Scrap Plastic Film and Vacuum Plastic (Volume = 1,045kgs)	₱ 5.78/kg	

Prospective bidders may inspect the subject unserviceable properties located at the DSWD – Central Office, Batasan Complex, Quezon City, and National Resource Operations Center (NROC), NAIA Chapel Road, in Pasay City, during regular working days from **December 14-21, 2022, 8:00 A.M. to 4:00 P.M.**

Bid forms can be secured electronically by registering through this link <https://forms.gle/uxmWgXtkA7UuHtP6> until 4:00 P.M. of December 21, 2022. The complete set of bidding documents will be sent to the prospective bidder's registered email account after completion and successful online registration.

The bidder shall submit his/her bid proposal in **TWO (2) SEPARATE SEALED ENVELOPES** composed of documentary and financial components which must be placed into one envelope, securely sealed, and properly labeled containing the company name, address, contact number, signature, and bid form number on the face of the envelope. A bid bond shall be imposed on each bidder in the amount equivalent to at least **ten percent (10%)** of the Total Bid Offer in the form of cash, cashier's check, or manager's check, and shall be submitted to PDAC Secretariat at **Property, Supply and Asset Management Division (PSAMD) Warehouse 1, Ground Floor, Matapat Bldg.** not later than **8:30 A.M. of December 22, 2022.**

Opening and deliberation of sealed bids shall be at **9:30 A.M.** of the same date, via virtual conferencing/webcasting or Google Meet Platform, pursuant to Inter-Agency Task Force (IATF) Health and Safety Protocols and approved A.O. No. 18, series of 2021, being implemented by the Department. Bidders/Representatives can participate and witness the opening of bids through video conferencing or webcasting, such as but not limited to Google Meet Platform. The joining link will be forwarded to the bidder's registered email address before the scheduled opening and deliberation of sealed bids.

The PDAC will hold a Pre-Bid Conference happening on **December 21, 2022**, at 2:00 P.M. via Google Meet link <https://meet.google.com/pxqecoixfy>, which shall be open to all registered prospective bidders.

The DSWD-Central Office hereby reserves the right to reject any or all bids, to waive any formality therein, or to accept such bid/s that may be considered most advantageous to the government. For further information, you may contact the PDAC Secretariat through telephone no. (02) 8931-91-45.

Let copies of this Invitation to Bid be posted at the DSWD website and/or at least on three (3) conspicuous places within the DSWD premises and disseminate the same to as many government agencies as possible within the locality for posting on their bulletin boards for the information of the general public.


ASEC. IVY GRACE S. RIVERA
Office of the Assistant Secretary for Administration
Chairperson, Property Disposal and Awards Committee