

**PCC PROPERTY DISPOSAL COMMITTEE (PPDC)**

**INVITATION TO BID**

PPDC-IB No. : 202104-0001

Date : 12 April 2021

To Whom It May Concern:

Please quote your offer price for the properties indicated in the attached list and submit your written proposals with your name, signature, company name (if any), address, and contact numbers on or before **April 26, 2021, 01:00 p.m.** Place your proposals in a sealed envelope indicating the above PPDC-IB number, your name, address and contact numbers, and enclosed with the following bid bond:

**List of Items for Disposal**

Item No	Item	Floor Price (PhP)
1	Dell Laptop XPS13 S/N: HCSCBG2 (1 unit)	₱1,830.78
2	Apple Macbook 12-inch S/N: SC020K5FKGF85 (1 unit)	₱2,010.91
3	Used Car Tires (8 pcs)	₱1,000.00
	Used Car Batteries (5 pcs)	
	Shredder (2 pcs)	
	Air Humidifier (2 pcs)	
	LED panel lights (8 pcs)	
	Pump nozzle for Disinfectant spray (1 pc)	
	Used Tarpaulin (1 lot)	
	Microwave Oven (1 pc)	
	Powerbank (2 pcs)	
Wireless mouse (2 pcs)		
4	Blinds lot # 1 (10 pcs on different width sizes)	₱500.00
5	Blinds lot # 2 (6 pcs same sizes on width)	₱600.00
6	Blinds lot # 3 (6 pcs same sizes on width)	₱600.00
7	Blinds lot # 4 (6 pcs same sizes on width)	₱600.00
8	Blinds lot # 5 (6 pcs same sizes on width)	₱600.00
9	Blinds lot # 6 (6 pcs same sizes on width)	₱600.00
10	Blinds lot # 7 (6 pcs same sizes on width)	₱600.00
11	Blinds lot # 8 (6 pcs same sizes on width)	₱600.00



Management  
System  
ISO 9001:2015



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ID 9108652446

<b>Item No</b>	<b>Item</b>	<b>Floor Price (PhP)</b>
12	Blinds lot # 9 (6 pcs same sizes on width)	₱600.00
13	Blinds lot # 10 (6 pcs same sizes on width)	₱600.00
14	Round Mirror (3 pcs)	₱900.00
15	Steel Cabinet (1 unit)	₱500.00
16	Wooden Cabinet (1 unit)	₱500.00
17	Managers Desk L-Shaped with Pedestal 1.4M (1 set)	₱4,000.00
<b>TOTAL</b>		<b>₱16,641.69</b>

Unsigned proposals, late bid submission, proposals below the floor price, and absence of bid bond shall be rejected.

It is understood that quoted price is good for sixty (60) calendar days from bid opening.

The PCC reserves the right to accept or reject any or all bid, including that of a single eligible bid, and to annul the bidding process at any time prior to contract award, without incurring any liability to the affected bidder or bidders.

For details, please see attached Instructions to Bidders (IB).

Very truly yours,

  
**Kenneth V. Tanate, PhD**  
 Executive Director and  
 PPDC Chairperson

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## INSTRUCTIONS TO BIDDERS (IB)

### Disposal of Unnecessary and Unserviceable Properties

#### I. Inspection of Unnecessary and Unserviceable Properties

The unnecessary and unserviceable properties for sale are available for inspection/viewing until **April 19, 2021, 11:00 AM** at PCC Office, 25/F Vertis North Corporate Center 1, North Avenue, Quezon City.

#### II. Schedule of Public Auction

The public bidding shall be conducted on a “as is, where is” basis by the PCC Property Disposal Committee (PPDC). Schedule of opening of bids is on **April 26, 2021, 2:00 p.m.** at the 25/F Vertis North Corporate Center 1, North Avenue, Quezon City via MS Teams Teleconference.

#### III. Qualification of Bidders

Entities and individuals, including PCC employees, are qualified to participate in the public auction, subject to the submission of documentary requirements (*see attached list*) required by the PPDC.

Duly authorized representative/s, if any, shall submit a written authorization signed by its principal.

#### IV. Floor Price

Floor price properties per lot has been set in accordance with accounting and auditing rules and regulations (please refer to the attached List of Properties with Floor Price).

#### V. Submission of Bids and Bid Bonds

1. The bid must be submitted using the attached template (*see attached Annex A*) together with documentary requirements to the PPDC Secretariat, 25/F Vertis North Corporate Center 1, North Avenue, Quezon City, in a sealed envelope, and shall be labeled with the **PPDC-IB No., the bidder's name/company address and contact number**.
2. A Bid Bond in the form of **Cash** must be submitted and placed inside the sealed bid envelope. Bids submitted below the floor price and/or without the corresponding Bid Bond shall be disqualified. The amount of bid bond must not be less than on the following amount.

<b>Item No</b>	<b>Item</b>	<b>Bid Bond Amount (PhP)</b>
1	Dell Laptop S/N: HCSCBG2 (1 unit)	₱183.08
2	Apple Macbook 12-inch S/N: SC020K5FKGF85 (1 unit)	₱201.09
3	Used Car Tires (8 pcs)	₱100.00
	Used Car Batteries (5 pcs)	
	Shredder (2 pcs)	
	Air Humidifier (2 pcs)	
	LED panel lights (8 pcs)	
	Pump nozzle for Disinfectant spray (1 pc)	
	Used Tarpaulin (1 lot)	
	Microwave Oven (1 pc)	
	Powerbank (2 pcs)	
	Wireless mouse (2 pcs)	
4	Blinds lot # 1 (10 pcs on different width sizes)	₱50.00
5	Blinds lot # 2 (6 pcs same sizes on width)	₱60.00
6	Blinds lot # 3 (6 pcs same sizes on width)	₱60.00
7	Blinds lot # 4 (6 pcs same sizes on width)	₱60.00
8	Blinds lot # 5 (6 pcs same sizes on width)	₱60.00
9	Blinds lot # 6 (6 pcs same sizes on width)	₱60.00
10	Blinds lot # 7 (6 pcs same sizes on width)	₱60.00
11	Blinds lot # 8 (6 pcs same sizes on width)	₱60.00
12	Blinds lot # 9 (6 pcs same sizes on width)	₱60.00
13	Blinds lot # 10 (6 pcs same sizes on width)	₱60.00
14	Round Mirror (3 pcs)	₱90.00
15	Steel Cabinet (1 unit)	₱50.00
16	Wooden Cabinet (1 unit)	₱50.00
17	Managers Desk L-Shaped with Pedestal 1.4M (1 set)	₱400.00
<b>TOTAL</b>		<b>₱1,664.17</b>

Bidders shall place their bids inside the Bid Drop Box located in the Reception Area. The deadline of submission of bids is on **April 26, 2021, 01:00 p.m.** Bids submitted beyond said deadline shall not be accepted.

#### **VI. Modification and Withdrawal of Bid**

1. A bidder may modify its bid after it has been submitted, provided that the modification is received by the PPDC prior to the deadline of submission of bids.
2. A bidder may, through a Letter of Withdrawal, withdraw its bid after it has been submitted, for valid and justifiable reason; provided that the Letter of Withdrawal is received by the PPDC prior to the deadline of submission of bids. A bidder that withdraws its bid shall not be permitted to submit another bid for the same project.

3. Modification/Withdrawal of bids shall not be allowed after the deadline of submission of bids.

## **VII. Opening of Bids**

1. Opening of bids will be on **April 26, 2021, 02:00 PM** in the presence of at least one (1) PPDC member and the bidders who chose to attend via MS Teams teleconference.
2. An Abstract of Bids shall be prepared by the PPDC Secretariat for signature of the PPDC members and approval of the Head of the Agency or his authorized representative.

## **VIII. Awarding of Bids**

1. Award shall be made to the highest bidder;
2. Bids for Item nos. 5 to 13 (blinds) will be awarded to the nine (9) highest bidders on a ranking basis with the same width sizes.
3. Tie bids shall be resolved by the PPDC through draw lots to determine the winning bidder; and
4. If the winning bidder refuses to accept the award, the next highest bidder shall be given the award.

## **IX. Payment**

1. One-time payment in cash shall be made within five (5) calendar days from the date of receipt of the Notice of Award;
2. Payment through salary deduction, in case of winning bidders from PCC, shall not be allowed; and
3. An Official Receipt shall be issued by the PCC for the payment made by the winning bidder.

## **X. Pick-up/Hauling of the Property by the Winning Bidder**

1. The winning bidder shall be given five (10) calendar days from receipt of the Notice to Proceed, to pick-up and haul the property;
2. Expenses incidental to the pick-up/hauling of the property shall be borne by the winning bidder; and
3. In case the winning bidder fails to complete the pick-up/hauling of the property within the prescribed period, the award shall be revoked/cancelled. The next highest bidder shall be awarded the bid.

**XI. Forfeiture and Return of the Bid Bond, and Blacklisting**

1. The Bid Bond shall be forfeited in favor of PCC in the following instances:
  - a. If 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. 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 to the concerned bidder/s after the winning bidder has completed the pick-up/hauling of the properties.  
Any bidder who refuses to accept the award and fails to make the corresponding payment shall be blacklisted and disqualified to participate in the future biddings of PCC, without prejudice to other appropriate or legal action and remedies.

**XII. Failure of Bidding**

Failure of bidding shall be declared in the following instances:

1. If prospective bidders are declared ineligible;
2. No bids are received;
3. All bids fail to comply with the bid requirements;
4. All bids are below the floor price;
5. The winning bidder refuses to accept the award; or
6. The winning bidder fails to make the payment as required.

**CONFORME:**

\_\_\_\_\_  
Name & Signature of Bidder's  
Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

**Annex A**

(Date)

**The PCC Property Disposal Committee**  
**Philippine Competition Commission**  
25/F Vertis North Corporate Center 1,  
North Avenue, Quezon City

Sir:

Submitted herewith is my bid proposal in response to the Invitation to Bid No.: \_\_\_\_\_ dated April \_\_\_\_, 2021 and its Instructions to Bidders for the Disposal of Used/Unserviceable Properties:

Item No	Item	Bid Amount (PhP)
1	Dell Laptop S/N: HCSCBG2 (1 unit)	
2	Apple Macbook 12-inch S/N: SC020K5FKGF85 (1 unit)	
3	Used Car Tires (8 pcs)	
	Used Car Batteries (5 pcs)	
	Shredder (2 pcs)	
	Air Humidifier (2 pcs)	
	LED panel lights (8 pcs)	
	Pump nozzle for Disinfectant spray (1 pc)	
	Used Tarpaulin (1 lot)	
	Microwave Oven (1 pc)	
	Powerbank (2 pcs)	
	Wireless mouse (2 pcs)	
4	Blinds lot # 1 (10 pcs on different width sizes)	
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6	Blinds lot # 3 (6 pcs same sizes on width)	
7	Blinds lot # 4 (6 pcs same sizes on width)	
8	Blinds lot # 5 (6 pcs same sizes on width)	
9	Blinds lot # 6 (6 pcs same sizes on width)	
10	Blinds lot # 7 (6 pcs same sizes on width)	

<b>Item No</b>	<b>Item</b>	<b>Bid Amount (PhP)</b>
11	Blinds lot # 8 (6 pcs same sizes on width)	
12	Blinds lot # 9 (6 pcs same sizes on width)	
13	Blinds lot # 10 (6 pcs same sizes on width)	
14	Round Mirror (3 pcs)	
15	Steel Cabinet (1 unit)	
16	Wooden Cabinet (1 unit)	
17	Managers Desk L-Shaped with Pedestal 1.4M (1 set)	
<b>TOTAL</b>		

It is understood that the PCC reserves its rights to accept or reject any bid, including that of the single eligible bidder, waive any minor deviation in the bid which will not materially affect the substance of the bid and to annul the bidding process at any time prior to award, without incurring any liability to the affected bidder or bidders.

I have read and fully understood the Instructions to Bidders.

Very truly yours,

Signature : \_\_\_\_\_

Printed Name : \_\_\_\_\_

Company Name, if any: \_\_\_\_\_

Address : \_\_\_\_\_

E-mail : \_\_\_\_\_

Tel./Fax : \_\_\_\_\_

TIN : \_\_\_\_\_



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## ***List of Documentary Requirements***

1. Accomplished Bid Proposal Form (Annex A)

### **Other Documents**

2. For Company / Corporation - Mayor's / Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located

For Individual – Two (2) valid IDs

3. Bid Bond – in the form of Cash