

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office 10
Cagayan de Oro City

SALMAH M. BASHER

Assistant Regional Director for Administration
Chairperson - Regional Property Disposal and Awards Committee
Department of Social Welfare and Development
Field Office 10, Cagayan de Oro City

In accordance with your Notice of Public Auction dated May 9, 2024 inviting Proposals for the Purchase of Unserviceable Properties (Scrap Items) at DSWD F.O. 10 and subject to all the rules and regulations of the bidding process which for us relate to this proposal and are made part thereof. I/We hereby offer to purchase the item/s specified therein which we list at the following price in Philippine Currency.

ITEM	QUANTITY
STEEL CABINETS	46
DESKTOP COMPUTERS	37
PRINTERS	46
PROJECTORS	8
SCANNERS	5
TV SET (FLAT SCREEN AND PICTURE TUBE TYPE)	2
WINDOW/SPLIT TYPE AIRCON	11
SINGLE DOOR REF	2
WATER DISPENSERS	2
PAPER SHREDDER	1
AUTOMATIC VOLTAGE REGULATOR / UPS	25
LAMINATOR	1
MEGAPHONES	4
VACUUM	2
NETBOOKS	234
7 inches TABLETS	240
CELLULAR PHONES	211
MICRO-SD CARDS	2
TIRES (ASSORTED SIZES)	27

I/We make this proposal with full knowledge of the nature; quantity of the items/materials offered for sale at public auction and if such proposal, we hereby abide

by the terms and conditions governing payment of the price, sale, withdrawal of items and related matters under the Rules and Regulations.

I/We enclosed herewith a bidder's bond in Cash/ Cashier's/ Manager's Check in _____ the _____ sum _____ of _____ (P _____) which is to be returned if proposals is rejected or retained as deposit automatically into partial payment if accepted.

I/We understand that my failure to pay the balance as required shall render the award void and the deposit shall be forfeited in favor of the Authority.

I/We will claim/ withdraw the above items/ materials within one hundred twenty (120) days from the receipt of the Notice of Award.

Very truly yours,

Name and Signature of the Bidder

Address/ Telephone No.

TERMS AND CONDITIONS

A. AUCTION PROCEEDING

At the date of the auction sale, all bidders shall register their names and addresses at the logbook and drop the sealed bid containing the quotation for the amount offered and the bidders bond equivalent to ten percent (10%) of the amount of bid in cash, cashier's or manager's check, in the box made for the purpose prior to the date designated time for opening of the bid whereupon submission of the bids shall be declared closed by the Committee, at the exact time set and shall be signed by all members of the Committee and the COA representative.

B. DETERMINING WINNING BID

After the opening of all bids the member secretary shall prepare the Abstract of Bids in three (3) copies to determine the winning bidder. The highest price offered shall be the winning bid provided that the amount shall be higher or equal to the pre-determined minimum bid. In case of a tie the Committee shall exercise reasonable discretion in determining the winning bid.

C. BIDDER'S BOND

Immediately after the winning bidder has been determined by the Committee, the winning bidder's bond shall be considered as partial payment and the difference in the amount between the bid and the bid bond shall be paid in the form of cash, cashier's or manager's check of a respectable bank in Cagayan de Oro City within five (5) working days from the date of the receipt of the Notice of Award.

D. AWARD TO THE WINNING BIDDER

The award shall be made to the winning bidder as soon as the Notice of Award is approved/ signed by the Chairman of the Disposal Committee. The balance of the bid amount shall be paid in full within five (5) working days from the receipt of the Notice of Award and the articles/ materials shall be immediately withdrawn from the government premises within one hundred twenty (120) days. A daily storage fee of one half ($\frac{1}{2}$) of the selling price shall be imposed on items not claimed within one hundred twenty (120) days from the date of full payment. If the property remains unclaimed after one hundred twenty (120) days, a grace period of sixty (60) days shall be given, after which ownership of the awarded property shall automatically revert to the Authority. The Authority shall then have the right to dispose the property through whatever manner the disposal Committee deems advantageous to the Authority.

THIS OFFICE RESERVED THE RIGHT TO REJECT ANY OF ALL BIDS, TO WAIVE ANY DEFECT THEREIN, OR TO ACCEPT SUCH BID OR A PART THEREOF AS MAY BE CONSIDERED MOST ADVANTAGEOUS TO THE GOVERNMENT.

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Sheet No. 1

Bid No. **002-2024**

NOTICE TO BIDDERS

(Note: Read first before filling up)

Sealed proposals marked **“PROPOSAL FOR THE SALE OF WASTE MATERIALS (Scrap Items) AT DSWD-10”** subject to the terms and conditions contained herein, will be received at the Office of the Regional Director, Department of Social Welfare and Development Field Office 10, until **10:00 in the Morning** Thursday of **May 16, 2024** and publicly opened for the sale of the following material:

LOTS	ITEMS DESCRIPTIONS	QTY.	Per Items.	BID AMOUNT
	STEEL CABINETS	46		
	DESKTOP COMPUTERS	37		
	PRINTERS	46		
	PROJECTORS	8		
	SCANNERS	5		
	TV SET (FLAT SCREEN AND PICTURE TUBE TYPE)	2		
	WINDOW/SPLIT TYPE AIRCON	11		
	SINGLE DOOR REF	2		
	WATER DISPENSERS	2		
	PAPER SHREDDER	1		
	AUTOMATIC VOLTAGE REGULATOR / UPS	25		
	LAMINATOR	1		
	MEGAPHONES	4		
	VACUUM	2		
	NETBOOKS	234		
	7 inches TABLETS	240		
	CELLULAR PHONES	211		
	*****nothing follows*****			
	TOTAL LOT PRICE		Php	
“AS IS WHERE IS, CASH AND CARRY BASIS”				

IMPORTANT: (Terms and Conditions at the back hereof)
ISSUING OFFICER : DSWD, Field office 10, Cagayan de Oro City
Time of Payment : Five (5) Working Days from the receipt of Notice of Award

RAMEL F. JAMEN
Regional Director