



**SUPPLEMENTAL/BID BULLETIN
ADDENDUM 01: PDAC 2023-003
15 December 2023**

This addendum is issued to modify, amend and clarify items in the Bid Documents issued for the **Sale of Unserviceable Properties, Semi-Expendable Equipment, Office Supplies and Other Materials.**

Description/ Concerns	From	To
Checklist of Requirements	Not posted	Please see attached checklist of requirements
Sealing of envelopes	Not posted	Please see attached sample sealing of bid envelopes

For guidance and reference.


RONILO R. FLORES
 Vice-Chairperson, PDAC

CHECKLIST OF REQUIREMENTS

TITLE: Sale of unserviceable properties, semi-expendable equipment, office supplies and other materials	PDAC No.: PDAC 2023-003
Minimum Bid Price: Php 9,388.00	Required Bid Bond: Php 938.88

ENVELOPE NO. 1 (Documentary Components)	
1	Photocopy of the Identification Card (ID) of the Bidder and/or his/her representative
2	Certified True Copy of the Valid Business/Mayor's Permit
3	Latest Notarized Special Power of Attorney (in case bidder is represented by a duly authorized representative)

ENVELOPE NO. 2 (Financial Components)	
1	Duly accomplished and signed Bid Tender/Form indicating the following, among others: <ul style="list-style-type: none"> The bid offer clearly indicated in figures and in words; Amount of Bid Bond Name of the Bidder Business Name The business or residence address Business License Number
2	Duly signed Annex A (Bidding Rules and Regulations)
3	Bid bond amounting to at least ten percent (10%) of the Minimum Bid Price in the form of Cash, Cashier's Check or Manager's Check.

MARKING AND SEALING OF ENVELOPES

Envelope No. 1

DOCUMENTARY COMPONENTS

BIDDER'S COMPANY NAME
COMPLETE ADDRESS
BIDDER'S CONTACT DETAILS

Envelope No. 2

FINANCIAL COMPONENTS

BIDDER'S COMPANY NAME
COMPLETE ADDRESS
BIDDER'S CONTACT DETAILS

MAIN ENVELOPE

BIDDING DOCUMENTS: PUBLIC SALE/AUCTION
PDAC No.: PDAC 2023-003

MR. RONILO R. FLORES
Vice-Chairperson
Property Disposal and Awards Committee (PDAC)
DSWD-CAR
40 North Drive, Baguio City

Submitted by: **BIDDER'S COMPANY NAME**
COMPLETE ADDRESS
BIDDERS CONTACT DETAILS