



DRN: PSAMS-A-BID-22-03-24211-S

PROPERTY DISPOSAL AND AWARDS COMMITTEE

23 March 2022

Invitation to Bid (Sale / Auction)
for the Sale of Unserviceable Materials and Semi-Expendable Equipment
PDAC No: PDAC 2022-002

The Department of Social Welfare and Development - CAR invites all interested parties to a sealed public bidding for the disposal through sale on an **“as is, where is”** basis of materials and semi-expendable equipment consisting of the following:

LOT 1: UNSERVICEABLE PROPERTIES, SUPPLIES, AND SEMI-EXPENDABLE EQUIPMENT

Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
1	1	unit	Software, Licensed Microsoft Office 2013	Php 20, 300.00
2	2	unit	Computer Set, Desktop Xitrix Deskframe EL-335	
			16117111800400	
			16117111800127	
3	1	unit	CPU, Xitrix EL-240 SN: 16117052100496	
4	9	unit	HP PAV 550-165d, Window 10 Pro, Intel Core i3-6100(3m cache,3.7Ghz); 4GB DDR3-1600, 1TB 7200RPM SATA	
			4CE550035H	
			4CE5510039	
			4CE551004K	
			4CE551005L	
			4CE550038D	
			4CE5510027	
			4CE550039C	
			4CE551005Z	
			4CE551005F	
5	2	unit	Dell Optiplex 3010 MT Base SN: 3WRRF2S; 8BKRF2S	
6	1	unit	DELL VOSTRO, INTEL CORE 2 DUO E7500; 2.93GHZ,2GB RAM SN: DZY872S	
7	1	unit	Acer Veriton M4630G Intel corei5,4GB ram, 1TB SN: DTVHHSP0534510BEE59600	

Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
8	6	unit	ACER Veriton M6620G SN: DTVE0SP016250072879200 DTVE0SP016250072479200 DTVE0SP0162500727D9200 DTVE0SP016250072889200 DTVE0SP0162500726B9200 DTVE0SP016250072829200	
9	1	unit	ACER Veriton M6620G SN: DTVHSSP0033240544C9600	
10	8	unit	ACER Veriton S6610G SN: PSVCB0901414804B069204, PSVCB0901414908B909204, PSVCB0901414804B3C9204. PSVCB0901414804B399204, PSVCB0901414804B309204, PSVCB0901414804ABD9204, PSVCB0901414804B489204, PSVCB0901414804A9D9204	
11	2	unit	HP Compaq 8200 elite SFF i5 SN: SGH141RN69;	
12	1	unit	HP SFF Elite, SN: SGH120QQTK	
13	1	unit	HP Compaq 6200 SN: SGH126QVB7	
14	2	unit	Compaq Presario CQ3000 SN: 4CE0490F8M, 4CE0490FBH	
15	1	unit	Acer Veriton x46106; Intel Core i3-2120 65w SN: PSVCX09010208028779201	
16	1	unit	Acer Veriton X4110G, SN: DTVMASP00264900CB23000	
17		unit	MONITORS	
18	1	unit	Xitrix Monitor, Property Number: CAR-MN4-21-0008	
19	1	unit	HKC Monitor sn: HLAG2111130100651	
20	1	unit	HP LE2201W 22" LCD Monitor SN: CNK14100XW	
21	2	unit	Xitrix Deskframe EL-335 18.5 wide flat panel LED backlit monitor	
22	1	unit	Acer, 23", Model V233HLSN: ETLMW0800515003A124221, ETLMW08005150039D44221, ETLMW0800515003A3D4221	



Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
23	1	unit	Compaq Presario Monitor, SN: CNT013V2PS, CNT013V2PW, CNT013V2PN	
24	1	unit	HP Compaq SFF Monitor SN: 3CM11801DH	
25	6	unit	Xitrix Monitor, SN: W921S5D-BBHS01168-00423N, W921S5D-BAHL2T047-00417B, W921S5D-BAHL2T047-00233B, W921S5D-BBHS01168-004261, W92155D-BAHL2t047-000801, W921S5D-BAHL2T047-001725	
26	1	unit	Viewsonic monitor, SN: SDD112201422	
27	1	unit	Monitor, brand: NOC 15.6", SN: V489BJA002761	
28	1	unit	Monitor, brand: Metrics	
29	3	unit	Monitor, ACER V233HL 23" SN: ETLMW08005150039E34221, ETLMW08005150039FA4221, ETLMW0800515003A334221	
			Laptop	
30	7	unit	Laptop, ACER TMP-246 SN: NXV9VSP031548136137600, NXV9USP00744612BDD7600, NXVA8SP004507178337600, NXVA8SP004507178297600, NXVA8SP004507178877600, NXV9USP00744612C697600, NXV9USP00744612C157600	
31	2	unit	Laptop, ACER TMP 243, SN: NXV7CSP009233140A67600, NXV7CSP0122500451B7600	
32	1	unit	Laptop, Asus Ultrabook UX31A SN: CCN0CJ498142506	
33	5	unit	Laptop, Asus T300CHI SN: F3N0CY436726138, F3N0CY43671213B, F3N0CY43682613C, F3N0CY43670113G, F3N0CY43684013F, F3N0CY436756138	
34	8	unit	Laptop, Asus Pro 90NX0041-505890 (P2420LA), SN:	

Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
			G2NXCVC14T85508D	
			G2NXCVC14T91508C	
			G2NXCVC14T819089	
			G2NXCVC14U02808C	
			G2NXCVC14U005086	
			G2NXCVC14T860088	
			G2NXCVC14T91808B	
			G2NXCVC14T972088	
35	1	unit	Laptop, Lenovo G480, SN: CB 20628614	
36	2	unit	Dell Vostro 5459; Intel Core i5-6200U 2.3 GHz, 4GB DDR3-1600 500GB HDD, Windows 10 Pro 64bit SN: JLCRK82, CMCRK82	
37	3	unit	Laptop, ACER TRAVELMATE P29-MG	
			NXVEVSP0147280A3E97600F	
			NXVEVSP014728084C77600	
			NXVEVSP0147280A3D17600	
38	3	unit	Laptop, Notebook, COBY NBPC1165 SN: 20160402353, 20160402352, 20160402955	
39	1	unit	IEC Rack	
40	1	unit	Camera, Canon G1X, SN: 462053001960	
41	1	unit	Projector, DLP ACER EV-S60H DLP; Resolution: Native SVGA 800x600, Maximum UXGA 1600x1200, WUXGA 1920x1200; Aspect ratio: 4:3(Native), 16:9; Contrast ratio: 13000:1; 3000 ANSI Lumens (standard), 2240 ANSI Lumens (ECO);Lamp life: 5000 hrs standard, 6000 hrs(ECO), 10000 hrs(extreme ECO) SN: MRJK61101055200EAF5900	
42	1	unit	Projector, LCD, InFocus, IN105 SN: BGNM21301238	
43	1	unit	Projector, Acer X1110 DLP SN: EYK30050060440022C8401	
44	1	unit	Air Conditioning, Electrolux SN: 02500431	



Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
45	1	unit	Copier, multifunctional copier, Develop Ineo 363 Serial Number: A1V4WY4306883	
Property Warehouse				
46	2	unit	Printer, EPSON L3150 SN: X5EN001721, X5EN001887	
47	1	unit	Printer, EPSON L3110 SN: X5DY407650	
48	1	unit	Printer, Epson L3150 SN: X5EN001239	
49	2	unit	Printer, L360 SN: VGFK285894, VGFK285890	
50	8	unit	Uninterruptible Power Supply (UPS)	
51	1	set	Conference microphone, US Audio FM-918	
52	1	unit	Convection heater, Kolin, KHP - 2010F	
53	2	unit	Keyboard	
54	34	unit	Mouse	
55	10	unit	Stapler	
56	11	unit	Puncher	
57	3	unit	Flash Drive	
58	9	unit	Calculator	
59	1	unit	Glue gun	
60	9	unit	External Hard Drive	
61	15	unit	Staple Wire remover	
62	2	unit	Stamp pad	
63	9	unit	Office chair, swivel	
64	2	unit	Network switch, D-link DES-1024A	
65	1	unit	TP Link TL-SG1016	
66	1	unit	Office table, CT4GR	
67	1	unit	Water Dispenser SN: 16027318	
68	1	lot	LAN Cables	
69	3	unit	Graphics card	
70	1	unit	D-link 8 port switch	
71	1	unit	SSD 240GB	
72	2	unit	RAM	
73	1	unit	1 2.5" SATA Enclosure	
74	124	unit	Assorted Utility Discs and Genuine Software Installers	
75	16	bottle	STAR Ink	
76	5	bottle	INK PIU	

Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
77	4	bottle	EPSON InkT6642	
78	1	unit	Automatic Voltage Regulator	
80	2	unit	Tape Dispenser	
81	2	unit	UPS Adapter	
82	1	unit	Extension Wire	
83	1	unit	Scissor	
84	1	box	3.5 Diskette	
85	3	unit	Power cord	
86	1	unit	Samsung DVD Writer	
87	1	unit	Toshiba Laptop Charger	
88	6	unit	Cords	
89	18	unit	Compact Discs, various	
90	1	unit	DDR3 8GB RAM	
91	8	unit	Stamping Dater	
92	1	unit	Mobile Pedestal ,CAR-CB0-20-0003	
93	2	unit	Power bank (Romoss CAR-PS0-18-0023; Teclast CAR-PS0-18-0046)	
94	1	piece	Globe Tattoo, Huawei SN: KQPDU16528006644	
95	1	piece	Mirror CAR-XC0-18-0004	
96	1	unit	Generator set, Kenbo, yellow	
97	1	unit	Alcohol Dispenser	
98	1	unit	Software, Office Home 2013	
99	2	unit	CKK Phones IMEI: 356316064545429, 356316090683715	
100	1	unit	Wooden side cabinet (from J. Chelim)	
101	3	unit	Speaker, black	
102	1	unit	Powerbank for rechargeable batteries	
103	1	unit	Chest Freezer, Fujidenzo SN: 02001317050300023	
			Vehicle Parts and Accessories	
104	4	unit	Tires	
105	2	unit	SAE 15w-404L	
106	1	unit	Element Air Refiner	
107	1	unit	Element, sub-assy	
108	1	unit	Element Ass. Fuel	
109	3	unit	Oil filter	
110	1	unit	Fog light	
111	1	unit	Fuel Filter	
112	1	unit	Air Filter	
113	1	unit	Pressure Plate	



Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
114	1	unit	Clutch Disc	
115	1	unit	Release bearing	
116	1	unit	Pilot bearing	
117	2	unit	Rotor Disk	
118	2	unit	Shock absorbers	
119	1	unit	Brake pad	
120	1	unit	Brake shoe	
121	2	unit	Stabilizer link	
122	1	unit	Alternator belt	
123	2	unit	Expansion valve	
124	1	unit	Receiver drier	
125	1	unit	Cabin Filter	
126	1	unit	Cross joint	
127	1	unit	Inner CV Rubber Boot	
128	1	unit	Outer CB Rubber Boot	
129	1	unit	Steering Rack	
130	2	unit	Rack end	
131	1	unit	Hood opener	
132	1	set	Brake pad	
133	1	set	Brake shoe	
			Assorted items surrendered by BGMS	
134	3	unit	Knapsack sprayer	
135	10	unit	Receptacle	
136	4	unit	Door knob	
137	2	unit	Toilet bowl flasher	
138	3	unit	Lavatory Faucet	
139	9	unit	Ink for HP Deskjet Printer	
140	1	unit	Angle Valve	
141	1	unit	Two way angle valve	
142	2	unit	Male plug	
143	4	unit	Fluorescent Starter	
144	3	unit	Universal Switch	
145	18	unit	Universal outlet	
146	1	unit	Extension cord	
147	1	unit	Culking gun	
148	2	unit	Lighting Fixture	
149	3	unit	Faucet	
150	1	unit	Circuit breaker	
151	2	unit	Padlock	
152	2	unit	Lighting Fixture, recessed type	
153	2	unit	Lighting Fixture, surface type	
154	1	unit	Keyboard	

Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
155	1	unit	Toilet bowl	
156	1	lot	LAN Cables	
157	1	lot	Assorted keys	
158	1	lot	Assorted damaged Electrical parts and accessories	
Stored at DSWD CAR Warehouse				
159	1891.49	kilograms	Assorted Boxes	
160	78.4	kilograms	Damaged Boxes for the Family Food Packs	
161	446.6	pc	Damaged Family Kit slotted boxes	
162	26.25	kg	Damaged Sleeping Kit slotted boxes	
Located at Day Care Center, Engineers Hill				
163	3	unit	Wooden Cabinet	
164	13	piece	Wooden Crib	
165	1	piece	Wooden Door	
166	1	piece	Walker, 4 leg	
167	2	piece	Swivel Chair	
168	6	piece	Monobloc table, square, green CAR-TA4-17-0002	
169	1	unit	Car Battery	
170	2	piece	Monobloc table, square, beige	
171	1	unit	Refrigerator, Condura, 2 door	
170	4	piece	Tires	
172	1	unit	Speaker	
172	1	unit	Rice Cooker, WindMere USA	
174	1	piece	Wooden Shelf	
175	1	piece	Wooden center/ coffee table, square	
176	2	unit	Display rack/ shelf, glass	
177	1	piece	Table, Monobloc, round, green	
178	1	unit	Keyboard Piano, Casio KP-80	
179	1	lot	Tent	
180	22	piece	Chair, Monobloc for kids, white	
181	2	unit	Television, 1. PCL-14F12. Sharp	
182	1	piece	Weighing Scale	
183	1	piece	Electric Fan (Stand only)	
184	7	piece	Chair, monobloc (1 white, 6 beige)	
185	1	piece	Filing cabinet with vault, corrugated, brown	



Item No.	Quantity	Unit of Measure	Description	Minimum Bid Price
186	1	piece	Table, wooden	
187	1	piece	Table, children study table, steel frame	
188	1	unit	Printer, HP Deskjet 840C	
189	1	piece	Bed, wooden	
190	1	piece	Sofa Chair, 3 seater, dark gray	
191	1	piece	TV stand, wooden	
192	1	piece	Chair, wooden	
193	2	piece	Chair, steel frame, black	
194	1	lot	Playground set, steel (Slide, Seesaw, swing)	
196	1	piece	Children's bike	
197	1	unit	Water pump/ pressurizer	
198	1	lot	Woods (from broken tables, chairs and cabinets)	
199	1	piece	Signage	

Prospective bidders may inspect the materials and semi-expendable equipment located at the **DSWD-Field Office, 40 North Drive, Baguio City, Day Care Center, Engineer's Hill, Baguio City and Reception and Study Center for Children, Wangal, Puguis La Trinidad Benguet** during regular working days from **8:00am to 5:00pm of March 24, 2022 to March 31, 2022 10:00am.**

Bid forms can be secured from the Property Disposal and Awards Committee (PDAC) Secretariat, Ms. Lovely B. Genove, Mr. Richard Jan B. Clemente and/or Ms. Elaiza Joan P. Tongson at the Office of the Property and Asset Management Section (PSAMS), Lower Basement, DSWD Regional Office, 40 North Drive, Baguio City and can also be inquired through telephone number (074)-661-0430 Local 25032.

Pre-bid Conference shall be held at the **DSWD Field Office Cordillera Administrative Region , #40 North Drive, Baguio City on March 28, 2022 2: 00 pm.**


Sealed bids shall be accompanied by a **bidder's bond** in the form of cash equivalent to at least **ten percent (10%)** of the Total Bid Price amounting to:

Lot Number	Bond Price
1	PhP 2,030.00

and shall be submitted to the PDAC Chairperson through the PDAC Secretariat not later than **March 31, 2022 10:00am.** Opening and deliberation of sealed bids will be on **March 31, 2022 10:15am** to be held at the **DSWD Field Office Cordillera Administrative Region , #40 North Drive, Baguio City.**

The DSWD CAR Field 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.

Let copies of this Invitation be posted to three (3) conspicuous areas and be advertised in the DSWD website.


ENRIQUE H. GASCON JR.
PDAC Chairperson/Director
III/Assistant Regional Director for
Administration

H/w

**PROPERTY DISPOSAL AND AWARDS COMMITTEE (PDAC)**

Date: _____

BID FORM

Gentlemen/Ladies:

Please quote for the sealed public bidding for the disposal thru sale on an “as is, where is” basis of unserviceable Property, Plant and Equipment (PPE) and Semi-Expendable Equipment and Materials as follows:

ITEM	NO. OF UNITS	MINIMUM BID PRICE	BID OFFER	REQUIRED BID BOND (C x 10%)
(A)	(B)	(C)	(D)	(E)
Lot 1: Unserviceable Properties and Semi-expendable office supplies and equipment	1 Lot	Php 20, 300.00		PhP 2,030.00

Bid Amount in Words:

Prospective bidders may inspect the subject unserviceable properties located at the DSWD-Regional Office, 40 North Drive, Baguio City, at the Reception and Study Center for Children (RSCC), Puguis, La Trinidad, Benguet and at the Day Care Center, Engineers' Hill, Baguio City during regular working days from **8:00am to 5:00pm March 24, 2022 to March 31, 2022 10:00am.**

Bid forms can be secured from the Property Disposal and Awards Committee (PDAC) Secretariat, Ms. Lovely B. Genove, Mr. Richard Jan B. Clemente and Ms. Elaiza Joan P. Tongson at the Office of the Property, Supply and Asset Management Section (PSAMS), 1st Basement, DSWD-CAR Field Office, 40 North Drive, Baguio City and can also be inquired through telephone number (074) 661-0430 Local 25032.

Any qualified bidder should accomplish the Bid Tender, clearly indicating (items 1-3) and **attach** (items 4-6), among others the following:

1. The bid offer clearly indicated in figures and in words;
2. Name of the Prospective Bidder;
3. The business or residence address;
4. **2022 Business Permit**
5. Copy of the ***BIR Certificate of Registration and Proof of BIR Registration for FY 2022.***
6. Properly filled up and signed **Annex A (Bidding Rules and Regulations).**
7. A bidder shall accomplish the Bid Tender **in at least three (3) copies, legibly written and sealed in one envelope.** Bid Tenders should be properly signed and sealed to

be submitted on or before the time scheduled for the opening of bids. The envelope containing the bid tender should be sealed and addressed properly and correctly to:

ENRIQUE H. GASCON JR.
PDAC Chairperson
40 North Drive, Baguio City

Erasures should be avoided or duly initialed by the bidder.
Sealed bids shall be accompanied by a **bidder's bond** in the form of cash in an amount equivalent to:

Lot Number	Bond Price
1	PhP 2,030.00

This shall be submitted to the PDAC Chairperson through the PDAC Secretariat not later than **March 31, 2022 10:00am**. Pre-bid Conference will be held on **March 28, 2022 2: 00 pm** at the **DSWD Field Office Cordillera Administrative Region , #40 North Drive, Baguio City**.

Opening and deliberation of sealed bids will be at **DSWD Field Office Cordillera Administrative Region , #40 North Drive, Baguio City** on **March 31, 2022 10:15am**.

The DSWD-Regional 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.

ENRIQUE H. GASCON JR.
PDAC Chairperson/ : ARD for Administration 

Terms: refer to Notice, if awarded

Bid Bond:

Amount: _____

Form of Bond CASH

ID* Card/No.: _____

**for verification/refund purposes*

Business License/Residence Certificate Number: _____
Tel./Fax Number: _____

Quoted by: _____
(Print Name and Sign)

Business Name: _____

Address: _____



ANNEX A

BIDDING RULES AND INSTRUCTIONS TO BIDDERS

- The bidding/auction for the disposal of unserviceable articles shall proceed only if there are at least three (3) sealed bids received within the set deadline.
- The Property Disposal and Awards Committee (PDAC), constituted by a quorum and presided over by its Chairperson, or Vice-chairperson, shall open all bids received within the deadline, at the date, time and place set in the Invitation. Bids that will be submitted beyond the deadline shall no longer be accepted.
- Representatives from the Internal Audit Section (IAS) and/or the Commission on Audit (COA) shall be invited to witness the opening of the Bids.
- A bidder may be allowed to withdraw his/her bid before the bid opening and this shall be returned to him/her unopened. After the bids have been opened, no bidder shall be allowed to correct, modify or alter his/her bid.
- All bids to be submitted should be properly accomplished and sealed. Any bid falling under the following condition/situation shall be considered **invalid**:
 - a. bid is unsealed;
 - b. it is unsigned by the bidder;
 - c. no bid bond/amount of bid bond is insufficient

(Mahalagang kumpletuhin at pirmahan ang inyong bid form at ilakip ang kinakailangang bid bond sa selyadong sobre.)

- After all the bids have been opened and the tabulations completed, the Presiding Officer shall announce the name of the highest complying bidder and the amount of his/her bid. The notice of award shall be issued by the PDAC to the winning bidder within three (3) working days from the bid opening.
- The bidder/s whose bid offer/s is/are considered the most advantageous to the government shall be awarded, provided the offer shall not be less than the minimum bid set by the PDAC. In case of a tie, the bidders involved shall immediately submit another sealed bid which shall, likewise, be opened until such tie is broken.
- The Bid Bond of the winning Bidder shall be considered as partial payment of the Final Bid Price. The difference between the Final Bid Price and the Bid Bond shall be paid in the form of cash to the DSWD Cashier. Full payment shall be made within five (5) working days from the date of receipt of the Notice of Award. **(Ang bid bond ng magwawaging bidder ay magiging paunang bayad niya. Ang natitirang halaga ay dapat bayaran sa loob ng tatlong araw at sa cashier lamang ng DSWD-Regional Office.)**
- In case the winning bidder refuses the award or defaults to pay the full amount of the sale within the prescribed period, the second and the third highest bidders, and so on, shall be informed and allowed, in that order, to raise his/her bid to an amount equivalent to that offered by the defaulting highest bidder, and shall accordingly be awarded and required to pay the full amount of the sale otherwise, it shall be awarded to the 2nd highest bidder, and so on, in accordance with his/her original bid/offer.

- The Bid Bond of the losing /disqualified bidder shall be returned to them immediately after the announcement of the results.
- The defaulting highest bidder shall be disqualified from participating in future auctions without prejudice to the imposition of sanctions the PDAC may recommend, including but not limited to the forfeiture of his/her bid bond in favor of the government.
- In addition to the amount of the sale, the winning bidder shall also pay any taxes, costs or charges of any kind or nature whatsoever levied in connection with the sale of the materials. All expenses incidental to the withdrawal of the articles shall also be borne by the awarded bidder. (**Ang anumang bayarin at gastusin kaugnay ng pagbebenta at paglilipat ng mga materyales ay babalikatin ng magwawaging bidder. Maliban sa mga ito ay wala nang iba pang babayaran kaninuman ang magwawaging bidder.**)
- Disposal of all hazardous materials should be in compliance with Republic Act No. 6969 otherwise known as "**An Act to Control Toxic Substances and Hazardous and Nuclear Wastes, Providing Penalties for Violations Thereof, and for Other Purposes.**"
- The winning bidder can only claim the articles after he/she has fully paid the total amount of the sale as evidenced by an Official Receipt issued by the DSWD Cashier. He/she shall only be able to withdraw the sold items upon presentation of a duly accomplished Gate Pass together with a copy of Official Receipt, in coordination with the PDAC and shall be made only during working hours. **Hauling of the unserviceable properties and equipment shall be made within five (5) working days upon receipt of Notice of Award.**
- The winning bidder shall haul **all** the materials including the scrap and debris contained in the list included in the bid lot. All waste materials generated by the hauling of materials/equipment being disposed (i.e., parts of table and chairs, steel, cements from the filing cabinet with vault, etc) should also be cleared by the winning bidder.
- The hauling activity shall be supervised by the Property, Supply and Asset Management Section, Commission on Audit and Internal Audit Section.

Conforme:

Name of Bidder

Name of Establishment