

ADDENDUM NO. 01
28 March 2022

This Addendum No. 01 is issued to modify, amend and clarify items in the Bid Documents issued for **PDAC ITB No: 2022-002 "Public Auction of Unserviceable Properties, Plants and Semi-expendable Equipment."** This shall form an integral part of the PDAC Bidding Documents.

Description	From	To	Remarks
Bid Form (Required Documents)	Presentation of Original copy of 2022 Mayor's Permit, BIR Certificate of Registration and Proof of BIR Registration for FY 2022 not specified in the Bid Form posted.	Original copy of the 2022 Mayor's/Business Permit, BIR Certificate of Registration and Proof of BIR Registration for FY 2022 shall be presented during the Bid Opening. Failure to present original copy of the required document shall be a ground for the Property Disposal and Awards Committee to disqualify a bidder.	refer to the Amended Bid Form

For guidance and information.


ENRIQUE H. GASCON JR.
 PDAC Chairperson/Director III, ARD for Administration



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 and Supply Section (PSS), 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. **Original copy of the 2022 Mayor’s/Business Permit, BIR Certificate of Registration and Proof of BIR Registration for FY 2022 shall be presented during the**

Bid Opening. Failure to present original copy of the required document shall be a ground for the Property Disposal and Awards Committee to disqualify a bidder.¹

8. 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/OIC ARD for Administration *H/N*

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: _____

¹ This was agreed and deliberated by the PDAC during the Pre-bid Conference held on 28 March 2022, 2:00pm.