



Republic of the Philippines  
NATIONAL FOOD AUTHORITY  
Regional Office I  
San Juan, La Union

**INVITATION TO BID**  
**FOR THE SALE OF UNSERVICEABLE / JUNKED**  
**PROPERTY, PLANT & EQUIPMENT AND WASTE MATERIALS**

(Reference Number: ITB-DISPO-ROI-2018-06-002)

The **NATIONAL FOOD AUTHORITY – REGIONAL OFFICE 1 (NFA-RO1)**, San Juan, La Union, through its Regional Disposal Committee (RDC) invites all interested buyers in the public bidding (**re-bidding**) for the sale of Unserviceable / Junked Property, Plant & Equipment and Waste Materials on “**AS-IS-WHERE-IS NO SELECTION BASIS**” on **July 05, 2018 at 10:00 am sharp** detailed as follows:

LOT	PARTICULARS	LOCATION	MINIMUM BID PRICE
1	Assorted Office Equipments, Data Processing Equipments, Furniture & Fixtures, Office Supplies, Assorted Used Tires & Batteries and Waste Materials (see attached List)	NFA REGIONAL OFFICE 1	P 33,779.91

Interested bidders are advised to conduct actual inspection of the above unserviceable / junked properties for disposition.

Schedule of bidding activities are as follows:

ACTIVITIES	DATE	TIME
Posting (NFA Website)	June 22, 2018	
Issuance of Bid Documents	June 25 – July 04, 2018 <b>except Saturday, Sundays &amp; Holidays</b>	8:00am - 5:00pm
	July 5, 2018	8:00am - 9:30am
Submission and Opening of Bid Offers	July 5, 2018	9:35am - 10:00am

The submission / opening of bid offers shall be conducted at NFA Conference Room, Regional Office 1, San Juan, La Union.

All interested bidders can purchase bidding documents on the above scheduled dates upon presentation and submission of the following:

- a. Valid Mayor's/Business Permit.
- b. Special power of Attorney (SPA) for sole proprietorship/partnership or Board Resolution for corporation in case of an authorized

**Qualified bidders shall pay to the NFA Cashier a non-refundable bidding fee of THREE HUNDRED PESOS (Php300.00)**

Sealed proposals for the sale of unserviceable junked Property, Plant & Equipment and Waste Materials listed shall be accompanied by a bid bond in the amount equivalent to 10% of the total amount of bid price in the form of cash, Cashier's/Manager's check payable to the order of the National Food Authority – Regional Office 1 confirmed by a universal/commercial bank. The bid bond shall be converted to a **performance bond** upon issuance of Notice of Award of Sale.

Interested parties may obtain further information and secure a complete set of bidding documents from the RDC Secretariat at Tel. No. 682-9143.

**THE NATIONAL FOOD AUTHORITY – REGIONAL OFFICE 1 RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, TO WAIVE ANY FORMALITIES OR DEFECTS FOUND THEREIN AND TO ANNUL THE BIDDING WITHOUT THEREBY INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS AND TO ACCEPT ONLY SUCH BIDS MOST ADVANTAGEOUS TO THE GOVERNMENT.**

**PIOLITO C. SANTOS**  
Regional Manager

**TERMS AND CONDITIONS**

**Disposition of Unserviceable / Junked Property, Plant & Equipment  
and Waste Materials  
(Re-Bidding)**

**A. Submission of Sealed Bids**

- |   |   |
|---|---|
| 1. Date of Submission                     | : On or before July 5, 2018, 10:00am  |
| 2. Form of Submission                     | : Thru sealed envelope/Personalized Delivery or thru waybill (DHL, LBC, etc.) |
| 3. Authorized person to receive quotation | : Frederick B. Dulay – Administrative Officer IV                              |

**B. Opening of Sealed Bids**

- |                          |   |
|--------------------------|---|
| 1. Date                  | : July 5, 2018, 10:00am                     |
| 2. Place                 | : NFA Regional Office 1, Conference Room    |
| 3. Parties to be present |   |
| a)                       | Disposition Committee                       |
| b)                       | Secretariat                                 |
| c)                       | Bidder/Authorized Representative (Optional) |
| d)                       | COA - Observer                              |

**C. Conditions of the Sale:**

1. Interested bidders shall bid for the **whole lot “on as is-where is basis and no selection”** is allowed. Offers below the minimum bid price shall not be accepted.
2. The bidding is opened to all interested parties except for NFA officials and employees as indicated in item 2.1.7 of SOP No. GS-PD 14 issued May 5, 1997.
3. A bidder's bond equivalent to **Ten (10%) percent** of the total amount of the offer in the form of Cash, Manager or Cashier's Check in favor of NFA shall accompany the sealed offer, otherwise the offer shall be automatically rejected.
4. The offeror with the highest bid is considered the winner as long that the offer equals or exceeded the Minimum Bid Price (MBP). In the event that there are two (2) or more bidders with equal bids, they will be required to re-bid immediately after the bids have been opened.

5. The winning bidder's bid bond shall be automatically converted as **performance bond**.
6. Full payment shall be made by the winning bidder within **three (3) working days** from receipt of **NOTICE OF AWARD OF SALE** either in Cash, Manager or Cashier's Check. In the event the awardee failed to pay the amount within the period, the bidder's bid bond converted as performance bond shall be deemed automatically forfeited in favor of the NFA without necessity of a court action for the forfeiture;
7. Withdrawal of the awarded Unserviceable / Junked Property, Plant & Equipment and Waste Materials shall be made and completed within **five (5) working days** from the date of payment otherwise a daily storage fee of **ten (10%) percent** of the value of the unwithdrawn unserviceable / junked properties will be charged. Payment of the storage fee should be made prior to withdrawal of the same.
8. In case the winning bidder failed to withdraw the unserviceable / Junked Property, Plant & Equipment and Waste Materials in whole or in part, the performance bond will be forfeited in favor of the NFA without the need of a court action. The NFA has the right to disqualify the winning bidder to any future bidding.
9. The sealed tender will be opened at the same time and place aforementioned in the presence of all bidders who desired to be present.
10. The decision of the Committee shall be deemed final upon the approval of the Disposition Committee Chairman

The Committee reserves the right to reject any or all bids to waive any formalities or defects found therein and accept only such offers which in its judgment is most reasonable and advantageous to the National Food Authority.

**MYRNA R. DOMINGO**  
**Assistant Regional Manager**  
**Chairwoman – Regional Disposition Committee**