



INVITATION TO BID

NATIONAL FOOD AUTHORITY, Benguet Provincial Office, Loakan Road, Baguio City, through its Provincial Disposition Committee, invites all interested bidders in the public bidding of Unserviceable/Junked Properties with details as follows:

	ITEMS/DESCRIPTION	QTY	MINIMUM BID PRICE (Php)
	LOT 1		
1	ASSORTED CPU	3	
2	VENITIAN BLINDS	1	
3	CENTRIFUGAL WATER PUMP	1	
4	FAX MACHINE	2	
5	RADIO CASSETTE RECORDER	1	
6	BATTERY CHARGER	1	
7	UPS	2	
8	JUNIOR EXECUTIVE CHAIR	1	
9	WHEEL BARROW	2	
10	EMERGENCY LIGHT	2	
11	MONEY DETECTOR	1	
12	CEILING FAN	1	
13	EXHAUST FAN	2	
14	HOT & COLD DISPENSER	1	
15	AIRPOT	2	
16	KEYBOARD	2	
17	MOUSE	2	
18	BATTERY 3SMF	1	
	TOTAL MINIMUM BID PRICE		6,245.04

Approved by Regional Management per Memorandum Order No. ROI-2019-10-002 dated August 28, 2019.

The above items may be inspected at the NFA-Benguet Provincial Office, Loakan Road, Baguio City during office days/hours (8:00am to 5:00 PM) on October 12-20, 2020.

Interested bidders are required to submit the following documents during the bidding proper (Original copy and 1 certified photo copy)

1. One (1) valid Government ID
2. Business/Mayor's Permit/Barangay Business Clearance, if bidder is engaged in business
3. Special Power of Attorney (SPA) for sole proprietorship/partnership or Board Resolution for corporation, in case of authorized representative.

Bidding documents are available at the Provincial Office, Administrative Section after payment of non-refundable fee of Three Hundred Pesos (Php300.00) to the NFA Cashier

Hereunder are the terms and conditions of the sale:

1. The bidding is open to all interested parties and individuals except for NFA officials and employees as indicated in items 2.1.7 of SOP No. GS-PC 14 issued May 29, 1997 and made effective June 01, 1997.
2. The Bid Offer shall be for a **PER LOT** on "**AS-IS, WHERE-IS**" basis.
3. Bid offers lower than the minimum bid price shall not be accepted.
4. A bidder's bond equivalent to ten percent (10%) of the total amount of the offer in the form of Cash, Manager's/Cashier's check in favor of NFA shall accompany the sealed offer, otherwise, the offer shall be automatically rejected. A temporary receipt shall be given to the bidder by the NFA upon receipt of his bond. Non-winning bidders shall present the issued temporary receipt for the return of bonds. The winning bidder shall have his bond officially receipted by NFA.
5. The sealed offers/bids shall be publicly opened at the same time and place aforementioned in the presence of Bidding Committee, COA Representative and Stakeholder's representative (e.g. GRECON)

6. A Notice of Award shall be issued by the Provincial Manager upon confirmation of sale by the Regional Director. The Notice of Award shall be given to the winning bidder stating among others the items awarded, quantity, bidded price, and withdrawal period.
7. Full payment shall be made by the winning bidder within three (3) working days from the receipt of Notice of Award either in Cash, Manager's or Cashier's Check in favor of NFA.
8. Bid bonds of winning bidder shall be converted to performance bond. In the event the awardee failed to pay the amount within the period, the performance bond shall be deemed automatically forfeited in favor of the NFA without necessity of a court action for the forfeiture.
9. Withdrawal of the awarded junked/unserviceable properties shall be made and completed within five (5) working days from the date of payment otherwise, a daily storage fee of Php 50.00 or its equivalent shall be charged to the average of whatever balance thereof not withdrawn within the period; NFA Official Receipt and Notice of Award shall serve as the winner's authority to withdraw the items won.
10. In case the winning bidder failed to withdraw the unserviceable/junked properties in whole or in part within the prescribed period, the performance bond will automatically be forfeited in favor of the NFA without the need of a court action. NFA may take legal actions to protect its interest and may disqualify the winning bidder to any future bidding activity.
11. All handling expenses in connection with the withdrawal of unserviceable properties shall be borne by the awarded bidder.

Pre-bidding and bidding proper shall be held at NFA Benguet Provincial Office, Loakan Road, Baguio City following the schedule below:

ACTIVITY	DATE	TIME
Posting at NFA Website and conspicuous places	October 12, 2020	
Issuance of Bid Documents	October 13 to 20, 2020	8:00AM – 5:00PM
Pre-bidding Conference	October 21, 2020	9:30AM
Deadline of submission of bids	October 21, 2020	10:00AM
Opening of Sealed Bids	October 21, 2020	10:01AM onwards

For further information, please refer to the Administrative Section c/o Minerva S. Camalig – Acting AO III or Ms. Daisy N. Salvatera –Acting Supply Officer of NFA-Benguet Provincial Office at telephone number 074-305-1807.

THE NATIONAL FOOD AUTHORITY-BENGUET PROVINCIAL OFFICE 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.

FREDERICK B. DULAY

Provincial Manager/Chairman, Provincial
Disposition Committee

