BAGONG PILIPINAS

PHILIPPINE PORTS AUTHORITY

REPUBLIC OF THE PHILIPPINES

PHILIPPINE PORTS AUTHORITY
PORT MANAGEMENT OFFICE - BOHOL
PORT AREA, TAGBILARAN CITY, BOHOL

INVITATION TO BID

The Port Management Office of Bohol, Philippine Ports Authority, hereby invites interested parties to purchase various unserviceable properties, scrap and waste materials through **public auction** to be conducted at the Port Area, Tagbilaran City, Bohol, subject to the information provided below:

15. Description, location and floor price of the properties

Quantity	Description of Properties	Location	Floor Price (inclusive of 12% VAT)
One (1) lot	Various unserviceable properties, including but not limited to old and damaged base radio transceivers, roller blinds, carpet tiles, laptops, air purifiers, projectors, CCTV cameras, photocopier machines, water pumps, baggage x-ray machines, walkthrough metal detectors, accelograph units and motor vehicles.	Ports of Tagbilaran, Tubigon and Jagna	Php 69,008.80

16. The public bidding shall be conducted in accordance with COA-DBM Joint Circular No. 2024-1 dated 30 January 2024, following the schedule below:

ACTIVITY	SCHEDULE
Posting of Invitation to Bid (5-7 days)	11-17 May 2026
Submission of Bids	19 May 2026 - 10:00 AM
Opening of Bids	19 May 2026 - 2:00 PM
Evaluation of Bids and Recommendation of the Disposal Committee	19 May 2026
Results of Bid Evaluation and/or Issuance of Notice of Award	20-21 May 2026

PORT MANAGEMENT OFFICE- BOHOL
PPA Administration Building
Port Area, Tagbilaran City, Bohol 6300 Philippines
Tel. No.: (038) 501.8138 Telefax No.: (038) 501.8969

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Full Payment by the Winning Bidder (within two (2) days from receipt of Notice of Award)	25-26 May 2026
Release/Delivery of Properties to the Winning Bidder/Hauling or Pull-out of Properties (within thirty (30) days from Notice of Award)	25 May – 23 June 2026

17. On the date specified in the Schedule of Activities, bidders shall submit their respective official bids, subject to the following conditions:

- **Auction Tender Form,** duly accomplished in triplicate (3 copies) and diligently reviewed prior to submission.

- **Accompanied by proof of payment of the required bid bond—**

    - Equivalent to **PhP6,900.88** (ten percent [10%] of the bidding floor price);
    - Payable in cash or manager's/cashier's check from a reputable bank only;
    - Payable to the Cashier, located at the Administrative Building, Ground Floor, Port Area, Tagbilaran City, Bohol;
    - Creditable as partial payment, in favor of the winning bidder; and
    - Refundable in the case of non-winning bidder.

- **Properly signed and sealed** (a brown envelope may be used for this purpose)

    - Sealed bids addressed to the Chairperson, Disposal Committee, Port Management Office of Bohol, shall be submitted **not later than 19 May 2026 at 10 A.M.** through the designated drop box located at the lobby of the Administrative Building, Ground Floor, Port Area, Tagbilaran City, Bohol;
    - Bidders shall submit their respective sealed bids using the prescribed Bidding Form and shall comply with the requirements as instructed;
    - Bidders shall print or write entries legibly in the Bid Form and avoid erasures or alterations. Any erasures or alterations shall be duly initialed by the bidder or his/her authorized representative; and
    - Submitted bids that are not in the prescribed form and/or unsigned shall be considered patently insufficient and shall be automatically declared non-compliant/disqualified.

- Upon submission of bids, the no-contact rule shall be strictly observed. Any inquiries, communications or correspondence from bidders shall not be entertained.

18. The opening of sealed bids shall be conducted on **19 May 2026 at 2:00 PM**, at the Multi-Purpose Hall, Administrative Building, Ground Floor, Port Area, Tagbilaran City, Bohol.

19. Bidders are encouraged to attend and to witness the opening of the sealed bids.

20. After validation of the bidders' information and qualifications, individual bids shall be evaluated primarily based on compliance with the minimum floor price and confirmation of payment of the required bid bond. Following the opening of bids, the Secretariat shall evaluate and determine compliance with the conditions and requirements of the public auction.

21. The highest compliant bids shall be declared as the winning bid and shall serve as the basis for the award of contract. In case of multiple bids or discrepancies between the bid amount written in words and in figures, the higher amount shall prevail, subject to verification of the bidder's true intent. The declared winning bid shall constitute the contract price between the parties. In case of a tie, a coin toss or drawing of lots shall be conducted in the presence of the concerned bidders to determine the winning bidder.

22. A failure of bidding shall be declared if all bids are found to be non-compliant, or if there is only one bidder, in which case the lone bid shall not be opened. In the event of a failure of bidding, the sale of the subject properties through negotiation sale may be undertaken in accordance with applicable rules and regulations.

23. Upon determination of the winning bidder, the Disposal Committee shall recommend to the Port Manager/Disposal Committee Chairperson the award of the contract to the winning bidder. A Notice of Award shall then be issued, which shall serve as the basis for the execution of the corresponding contract between the parties. Within the prescribed period, the winning bidder shall pay the full contract price, less the amount of the bid bond.

24. In case of failure to pay the full contract price within the prescribed period, the award shall automatically be canceled, and the bid bond of the concerned bidder shall be forfeited in favor of the Government. The next highest compliant bidder shall be declared as the winning bidder, and the contract shall be awarded accordingly in lieu of the defaulting bidder.

25. Upon full payment of the contract price, the subject properties shall be released to the buyer, subject to the following conditions:

- The buyer shall present the Official Receipts as proof of full payment of the Contract Price;
- The buyer shall pick up/haul the subject properties from their respective storage locations within thirty (30) days from receipt of the Notice of Award;
- Failure to claim the subject properties within the prescribed period shall result in the cancellation of the contract and forfeiture of the full amount paid;
- Pick-up/hauling shall be scheduled strictly during official working days and office hours; and
- All costs related to release, hauling, transportation and other related expenses shall be borne solely by the buyer, at no cost to PPA, PMO – Bohol.

26. The Port Management Office of Bohol, PPA reserves the right to reject any or all bids, waive any minor defects or informalities therein, or assert such bid as may be deemed most advantageous to the Government.

27. All necessary registrations, licenses and permits required for the hauling, transportation and disposal of the subject properties/materials shall be secured by the winning bidder at its own expense and at no cost to PPA, PMO-Bohol. The winning bidder shall strictly comply with all applicable laws, rules and regulations.

28. For further information and inquiries, interested parties may contact the PPA, PMO-Bohol Administrative Division at (038) 501-8138.

DIANE STEFFI T. GUILLAMON
Acting Port Manager
Chairman Disposal Committee

ADMIN:
DSTG/ESAII/jcr/ngt

Encl: As stated