BAGONG PILIPINAS

PHILIPPINE PORTS AUTHORITY

**PHILIPPINE PORTS AUTHORITY**
**PMO-PANAY/GUIMARAS**

**TERMS OF REFERENCE**

Public Auction of Unserviceable Properties and Scrap Materials located at Baseport, Iloilo Commercial Port Complex, Barangay Loboc, Lapuz, Iloilo City on an **"AS IS WHERE IS"** basis.

## 1. INTRODUCTION

The Philippine Ports Authority through its Port Management Office-Panay/Guimaras will conduct disposal through a sealed public auction of unserviceable properties and scrap materials. These disposal were covered by the Disposal Committee Resolution 2025-01 and the Authority to Dispose issued by the PPA General Manager on January 5, 2026.

## 2. OBJECTIVE

Disposal of these unserviceable government properties and scrap materials is necessary to ensure asset recovery value, free up storage space, and prevent further deterioration of the equipment.

## 3. SCOPE OF PUBLIC AUCTION

The PPA, PMO-Panay/Guimaras public auction for sale and disposal of the following:

Lot 1: Unserviceable Properties consisted of:
2 units Baggage X-Ray Machine (BXM)
Brand : Astrophysics
Model No: XIS-100XS
2 units Walk Through Metal Detector (WTMD)

(Estimated weight: 1,800 kilograms)

Lot 2: Scrap Materials
Consisted of Used Deformed Steel Bars, 9 units Used Mooring & 1 unit Used Rubber Dock Fender)

(Estimated weight: 22,700 kilograms)

## 4. MODE OF SALE AND DISPOSAL

4.1 The public auction shall be on **"AS IS, WHERE-IS"** basis.

4.2 The bidder may bid on any or all the items enumerated above through a lot bidding system on a location basis.

4.3 The bidder shall provide all necessary resources and organize all attendant activities for the removal and hauling of unserviceable properties and scrap materials from the port premises within the duration of fifteen (15) calendar days from the last day of full payment. For this purpose, a Work Schedule shall be prepared and submitted and shall form as an integral part of the auction bid.

4.4 The winning bidder shall only be allowed to remove or withdraw all items in batches provided that the entire lot shall be withdrawn from the port premises at the end of the work period or completion date.

4.5 All items not removed/withdrawn from the port premises fifteen (15) calendar days after the end of work duration or completion date shall be disposed in a manner as may be prescribed by the Disposal Committee and all payments that has been made by the Bidder to PMO-Panay/Guimaras in connection with the auction shall be forfeited in favor of the Authority.

4.6 It shall be understood that the participating bidders have inspected and assessed the subject unserviceable properties located at Baseport, Iloilo Commercial Port Complex, Barangay Loboc, Lapuz, Iloilo City.

## 5. PREPARATION OF AUCTION BID

5.1 Auction bids shall be prepared in the prescribed Auction Bid/Tender Form and in strict compliance with the terms and conditions. Auction bids that are not in accordance with the prescribed form or unsigned shall be considered invalid and shall automatically be disqualified. Erasures/modifications, if any, must be duly initialed by the bidder.

5.2 The Auction Bid Price shall be inclusive of Twelve Percent (12%) Value-Added Tax (VAT).

5.3 Auction Bid Security/Bond in the form of Cash, Cashier's/Manager's Check inclusive of VAT shall be submitted together with the auction bid proposal equivalent to at least Ten Percent (10%) of the Auction Bid Proposal . The same shall be returned to non-winning Bidder's immediately upon conferment of Notice of Award to the winning Bidder. The Auction Bid Bond of the winning bidder shall be non-refundable and shall be considered as initial payment for the auctioned items stated in item no. 3.

## 6. SUBMISSION, OPENING OF BIDS AND AWARD

6.1 There should be at least one (1) submitted auction bid for the public auction to proceed.

6.2 Auction Bid Proposal submitted late shall not be accepted. The Bidder or its Representative authorized through a Special Power of Attorney shall register with the Secretariat by signing in the Bidder's Register Sheet before dropping its sealed Auction Bid Tender at the designated auction bid box on or before 3:00 PM, May 25, 2026, Thursday, at the PPA Conference Room, Administration Building, Brgy. Loboc, Lapuz, Iloilo City.

6.3 A bidder maybe allowed to withdraw his tender before the time of the opening of auction bids and shall be returned unopened. Once the opening of auction bids started, no bidder shall be allowed to withdraw his tender.

6.4 The Disposal Committee shall open all auction bids received at the date, time, and place set in the Notice of Public Auction. Bidders or their authorized Representatives with Special Power of Attorney may witness the proceedings.

6.5 The Disposal Committee shall declare the highest bidder the winner. Notice of Award shall be given to the highest complying Bidder and whose auction bid is not lower than the floor price as indicated in the auction bid/tender form.

6.6 Should there be two or more Bidders who submit the same bid price for the auction bid unserviceable properties and scrap materials, the Authority reserves the right to make the award to the most advantageous/complying bid.

6.7 The winning Bidder shall be given the Notice of Award upon submission of Performance Bond equivalent to ten percent (10%) of the auction bid price to guarantee all compliance with all terms and conditions of the auction.

6.8 In cases where all submitted auction bids are lower than the floor price or when there is no Bidder for the unserviceable properties and scrap materials, the sale of unserviceable properties and scrap materials shall be subjected to re-auction.

6.9 PPA reserves the right to reject any or all auction bids, to waive any defect in the bids received and to accept such auction bid which is most advantageous to the Government.

## 7. PAYMENT

7.1 The full amount covering the awarded items shall be paid in full by the awardee in the form of cash, cashier's/manager's check payable to PPA, PMO-Panay/Guimaras, and/or combination thereof, within five (5) working days upon receipt/acknowledgment of the Notice of Award (NOA).

7.2 No other form of payment shall be accepted.

7.3 In case of failure of full payment within the prescribed period, the awardee shall be penalized through cancellation of the award and forfeiture of the bond in favor of PPA, PMO-Panay/Guimaras.

## 8. IMPLEMENTATION OF DISPOSAL ACTIVITIES

8.1 Withdrawal of all auction items may be done in batches and shall be made only during official working hours, Monday to Friday 8:00 AM to 5:00 PM and shall be allowed only when appropriately covered by Gate Passes issued by PPA, PMO-Panay/Guimaras representative's duly designated by the Disposal Committee.

8.2 The winning bidder or his/her authorized representatives with Special Power of Attorney is required to personally pay the auction bid price.

8.3 All costs related to the release, hauling, transportation and related expenses shall be done solely by the buyer, at no cost to PPA, PMO-Panay/Guimaras.

8.4 All necessary registrations, licenses, and permits required for hauling, transportation and disposal of the subject properties/materials including all other incidental expenses shall be secured by the winning bidder at its own expense and at no cost to PPA, PMO-Panay/Guimaras.

8.5 The buyer shall pick-up/haul the subject properties from their respective storage locations within **FIFTEEN (15)** calendar days from the last day of full payment.

8.6 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.

8.7 No third-party liability of the winning bidder incurred for the acquisition of services, supplies and manpower by reason of executing the sale and disposal of auctioned items, shall be assumed by PPA, PMO-Panay/Guimaras.

Recommending Approval:

**CHERYL N. LASTER**
Acting Admin. Division Manager
Member, Disposal Committee

Approved by:

**ENGR. RODEL G. LAGMAY**
Port Manager
Chairperson, PMO-Panay/Guimaras
Disposal Committee