

PHILIPPINE PORTS AUTHORITY
Port Management Office of Davao
Km 10, Port Area, Sasa, Davao City

**BIDDING DOCUMENTS FOR THE
DISPOSAL BY SALE OF
THREE (3) STORAGE OIL TANKS LOCATED AT
SASA PORT, KM. 10, SASA, DAVAO CITY**

JULY 2022
Ref. Memorandum of the General Manager
dated 17 March 2021

SECTION I

INVITATION TO BID



PHILIPPINE PORTS AUTHORITY
Port Management Office of Davao
Km 10, Port Area, Sasa, Davao City

INVITATION TO BID
FOR THE
DISPOSAL BY SALE OF THREE (3) STORAGE OIL TANKS
ON AS-IS WHERE-IS BASIS

The Philippine Ports Authority, Port Management Office of Davao, hereby invites interested bidders to participate in the public auction of One (1) Lot of Three (3) Storage Oil Tanks located at Sasa Port, Km. 10, Sasa, Davao City, as indicated below:

Item	Description	Quantity	Unit	Minimum Bid Price per Unit	Appraised Value
1	Oil Storage Tank No. 1	83,044.4751	kilos	11.00/kilo	913,489.23
2	Oil Storage Tank No. 2	73,603.3878	kilos	11.00/kilo	809,637.27
3	Oil Storage Tank No. 3	73,603.3878	kilos	11.00/kilo	809,637.27
Minimum Bid Price					2,532,763.77

Bids received lower than the minimum bid price for the lot shall be automatically rejected at bid opening.

The description of an eligible bidder is contained in the Bidding Documents.

The auction will be conducted through open competitive bidding procedure using a non-discretionary "pass/fail" criterion as specified in the Bidding Documents.

Interested bidders may obtain further information from the Philippine Ports Authority, Port Management Office of Davao Disposal Committee and inspect the bidding documents at the address given below during office hours from 8:00 a.m. to 5:00 p.m.

A complete set of Bidding Documents may be obtained by interested Bidders on 18 July 2022 from 8:00 a.m. to 5:00 p.m. until 1 August 2022 from 8:00 a.m. to 9:00 a.m. at the address given below upon payment of a non-refundable fee for the Bidding Documents in the amount of **Five Thousand Pesos (Php5,000.00)** for the lot.

The Philippine Ports Authority, Port Management Office of Davao Disposal Committee will hold a Pre-Bid Conference on **27 July 2022; 9:00 A.M.** at PPA-PMO

Davao Training Center, 3rd Floor Administrative Building, Km. 10, Port Area, Sasa, Davao City, which shall be open to prospective bidders.

Bids must be duly received by the Disposal Committee Secretariat of Philippine Ports Authority, Port Management Office of Davao Disposal Committee before **9:00 A.M. on 1 August 2022**. All Bids must be accompanied by a bid security in the form of cash as stated in the Bidding Document. Late bids shall not be accepted.

Bid opening shall be on **1 August 2022, at 9:30 A.M.** at PPA-PMO Davao Training Center, 3rd Floor Administrative Building, Km. 10, Port Area, Sasa, Davao City.

Bids will be opened in the presence of the bidder's representatives who choose to attend at the address below.

The Philippine Ports Authority, Port Management Office of Davao Disposal Committee reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award.

For further information, please refer to:

ENGR. ASTERIO C. GALLARDO, JR.

Head – Secretariat, Disposal Committee

PPA-PMO Davao Training Center, 3rd Floor Administrative Building

Km. 10, Port Area, Sasa, Davao City

Tel No. 2352564; local 211

Website: www.ppa.com.ph

ANALEE G. AGUILA

Chairperson, Disposal Committee

SECTION II

1. INTRODUCTION

- 1.1 The Philippine Ports Authority, Management Office of Davao Disposal Committee, hereinafter referred to as PPA, PMO Davao Disposal Committee will receive a duly sealed bids for the sale of three (3) storage oil tanks of various unserviceable properties, scrap and waste materials, as described in Section III of the Bidding Documents on basis.
- 1.2 This Section provides instructions to bidders for the Public Auction. The PPA, PMO Davao Disposal Committee may issue special instruction to bidders and may require additional documents from the bidders.

2. COST OF BID

- 2.1. The Bidder shall bear all costs in the preparation and delivery of their bids and the PPA, PMO Davao Disposal Committee shall in no case be responsible or liable for such costs, regardless of the outcome of the bidding process.

3. BID DOCUMENTS

- 3.1 A Complete set of Bid Documents shall include:

- 3.1.1. Section I - Invitation to Bid for the Disposal By Sale of Three (3) Storage Oil Tanks with Various Unserviceable Properties, Scrap and Waste Materials;
- 3.1.2. Section II - Instruction to Bidders (IB) and Terms and Conditions of Sale;
- 3.1.3. Section III – Description/List of Items for sale for the one (1) lot;
- 3.1.4. Section IV – Prescribed Bidding Forms, including Price Quotation Forms;
- 3.1.5. Amendment and/or Addendum on the original bid documents, if any.
- 3.1.6. Special Instructions, if any.

4. TIME AND PLACE FOR RECEIPT OF THE BIDS

- 4.1. Sealed bids will be received by the Disposal Committee Secretariat of PPA, PMO Davao Disposal Committee before **9:00 A.M., 1 August 2022** at PPA-PMO Davao Training Center, 3rd Floor Administrative Building, Km. 10, Port Area, Sasa, Davao City, observing subsequent amendment/addendum issued, if any, pertinent thereto at which time all bids shall be opened and read publicly. Submission of bids after the designated time and date shall no longer be accepted.
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5. ELIGIBLE BIDDER

- 5.1. The following persons shall be eligible to participate in this bidding:
- (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizen of the Philippines;
 - (c) Corporations duly organized under the law of the Philippines of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines.

6. BIDS TO BE CONSIDERED

- 6.1. Only bids from parties and **their authorized representatives** who have been duly issued the Bid Documents shall be opened. Bids from parties who have not been issued the Bid Documents will be rejected outright.
- 6.2. No bids shall be accepted from parties who are disqualified from participating in public bidding or in any kind of contract with the Government of the Republic of the Philippines.
- 6.3. Parties/companies with pending cases and outstanding obligations with PPA, PMO Davao Disposal Committee shall be excluded from the bidding.
- 6.4. Bids submitted without Bid Security, or bids submitted with materially defective or otherwise unacceptable Bid Security will be automatically rejected and returned to the bidder.

7. SUBJECT OF BID

- 7.1. Bids shall be for the sale of the Philippine Ports Authority property consisting of **three (3) storage oil tanks of unserviceable properties, scrap and waste materials including the demolition, hauling and disposal of any debris** as one (1) lot, as specified below:

Lot No.	Lot Description and Location	Minimum Bid Price
1	Three (3) Storage Oil Tanks on an As-Is Where-Is Basis located at Sasa Port, Km. 10, Sasa, Davao City	Php 2,532,763.77

- 7.2. The above mentioned properties shall be sold on “**AS-IS, WHERE-IS, CLEAN-UP, ALL MUST GO**” basis. All cost of demolition/hauling shall be borne by the winning bidder.

8. BIDDING INFORMATION

- 8.1. No government official and employee shall directly or indirectly give, nor shall any prospective or intending bidders be entitled to, any information regarding

the bidding or on the prospective bidders, other than what is contained in the Bid Documents, or disclosed in the pre-bid conference and in the official announcement of bid results.

9. PRE-BID CONFERENCE

- 9.1. The Pre-Bid Conference shall be held on **27 July 2022, at 9:00 A.M.** at **PPA-PMO Davao Training Center, 3rd Floor Administrative Building, Km. 10, Port Area, Sasa, Davao City**, which shall be open to all prospective bidders.

10. PREPARATION OF BIDS

- 10.1. Bidders shall prepare their bids using the forms specified in this Bidding Documents. The sealed envelope which shall contain the following bid documents:

- i) Duly signed Instruction to Bidders
- ii) Price Quotation Form (PQF); and
- iii) Bid Security in the form of Cash, Cashier's Check or Manager's Check

Each bidder shall submit **one (1) original and two (2) copies** of the bid proposal. In case of discrepancy among the copies, the original shall govern.

- 10.2. The sealed envelopes should be securely sealed in one (1) single envelope and marked as follows:

TO: **ANALEE G. AGUILA**
Chairperson, Disposal Committee
PPA-PMO Davao Training Center, 3rd Floor
Administrative Building, Km. 10, Port Area, Sasa, Davao
City

FROM: <NAME OF BIDDER>
<ADDRESS OF BIDDER>

RE: **DISPOSAL BY SALE OF THREE (3) STORAGE OIL TANKS**
on an As-Is Where-Is Basis Located at Sasa Port, Km. 10
Sasa, Davao City

- 10.3. The Bid Price must be offered for one (1) lot with unit cost in the bill of quantity. A bidder can bid only of the lot as described on Section 7 hereof.

11. BID CURRENCY

- 11.1 In all bids, prices shall be expressed in written words and figures in Philippine Currency. In case of discrepancies between prices in words and figures, the prices in words shall be considered as the bid price.
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12. VALIDITY OF THE PROPOSAL

- 12.1. A bid will be deemed valid for a period of **one hundred twenty (120) calendar days** from the date of bid opening, which shall be stated in the Price Quotation Form (PQF). A bid with a shorter validity period shall not be considered.
- 12.2. The PPA, PMO Davao Disposal Committee may, after the expiration of the validity period of a bid, solicit the bidder's consent for an extension of said validity. The response shall be made in writing or fax or e-mail.

13. ADDENDA TO SPECIFICATIONS

- 13.1 PPA, PMO Davao Disposal Committee shall reserve the right to amend, revise or modify the Bid Documents prior to the date of opening of bids. Such amendments, revisions, modifications, or clarifications, if any, will be made through an Addendum/Addenda, any copies will be furnished to all prospective bidders.
- 13.2. In consideration of its best interest, PPA, PMO Davao Disposal Committee may postpone the opening of bids to a later date. In any such case, the addendum to be issued will include an announcement of the new date for opening of bids. The same shall be posted at the PPA, PMO Davao bulletin board and at the PPA Website.
- 13.3. Bidders are required to acknowledge receipt of all addenda to the Bid Documents in the space provided on the Letter of Transmittal or by e-mail prior to the opening of bids.
- 13.4. Failure to acknowledge all addenda may cause the bid to be considered as not responsive to the Invitation to Bid (IB), which could result in the rejection of bid.

14. BIDDER'S EXCEPTIONS

- 14.1. It is the desire of the PPA, PMO Davao Disposal Committee to eliminate or minimize as much as possible post bidding discussions of bidder's clarifications, deviations or exceptions. Therefore, any bidder who desires to make any clarifications, deviations or exceptions on some provisions of the Bid Documents shall communicate in writing, such clarifications, deviations or exceptions during the pre-bid conference giving the reasons therefore.

15. BID SECURITY

- 15.1. Each bidder shall submit a Bid Security in the amount of not less than ten(10%) percent of the **total minimum bid price** in the form of **cash, manager's check, or cashier's check**.
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- 15.2. A bid submitted without the required Bid Security or with a Bid Security in an amount less than the required amount shall be rejected and will be returned to the bidder.
- 15.3. The Bid Security of the winning bidder shall be subject to forfeiture in the event the winning bidder fails or refuses to secure, sign or acknowledge the Notice of Award/Contract, within seven (7) calendar days after receipt of written advice.
- 15.4. The Bid Security of the winning bidder shall be considered as partial payment and the difference between such payment and the offered bid price shall be paid in the form of cash, cashier's check or manager's check of a reputable bank within the area where the bidding was held.
- 15.5. The Bid Security of the losing bidder shall be immediately returned after the winning bidder acknowledge the Notice of Award issued by the PPA.

16. SUBMISSION AND OPENING OF BIDS

- 16.1. Bidders or their **authorized representatives** shall deliver by hand their bid at the date, time and place as set out in Clause 4 of this Section. After the time set for bid opening, the PPA, PMO Davao Disposal Committee will open and read the bids in the presence of the bidders or their authorized representatives.
- 16.2. Offers not submitted by the **bidder's authorized representatives** or received after the time set for bid opening will not be accepted.

17. DEFECTIVE BIDS

- 17.1. At the time of opening of bids, a bid shall be considered defective in any of the following cases:
 - (a) not properly filled-up form (e.g. unsigned bids);
 - (b) not accompanied or guaranteed by a Bid Security;
 - (c) with insufficient Bid Security;
 - (d) with a validity period less than that required; or
 - (e) lacking in any of the documents required in clause 10.

18. WITHDRAWAL OF BIDS

- 18.1. A bidder may be allowed to withdraw his Bid before the time of opening of bids. Such bid shall be returned unopened.
- 18.2. After the opening of bids has commenced, no bidder shall be allowed to withdraw his offer.

19. RESERVATION CLAUSE

- 19.1 The PPA, PMO Davao Disposal Committee reserves the right to reject any or all bids and to waive any formality found therein and to accept such bids
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as maybe considered most advantageous to its interest, without any obligation on the part of the PPA, PMO Davao Disposal Committee to explain the reasons thereof.

20. ACCEPTANCE OF THE BID

- 20.1. The Bidder whose bid is the highest, responsive or complying bid of the per **lot basis** and which is most advantageous to the PPA, PMO Davao Disposal Committee shall be declared the Successful Bidder.
- 20.2. The Successful Bidder/Bidders must signify its consent to enter into a within seven (7) days from receipt of the written notice from the PPA, PMO Davao Disposal Committee.

21. FAILURE OF BIDDING

- 21.1. The PPA, PMO Davao Disposal Committee shall declare the bidding failure in any of the following cases:
- a. There is no bidding participant;
 - b. **Only one (1) bidder submitted a Bid for each lot;**
 - c. All bidders failed to comply with the Terms and Conditions of Sale as prescribed in the Instruction to Bidders (IB);
 - d. Complying bidders failed to meet the minimum bid price.

22. AWARD OF CONTRACT

- 22.1. Award shall be made to the highest complying bidder.
- 22.2. Contract/Notice of Award (NOA) shall be issued to the success bidder after approval of the concerned approving authority.
- 22.3. No transfer and/or assignment of Award/Contract shall be allowed.
- 22.4. The Award shall be cancelled, rendered ineffective and the Bid Security forfeited in favor of the PPA, PMO Davao, if the winning bidder fails to secure, sign or acknowledge the Notice of Award/Contract, within **seven (7) calendar days** after receipt of written advice.

23. PAYMENT

- 23.1. The full amount covering the awarded items shall be paid in full by the awardee in the form of cash, cashier's check or manager's check payable to the PPA, PMO Davao, and/or combination thereof, within **five (5) working days** upon receipt/acknowledgement of the Notice of Award (NOA)/Contract.
- 23.2. No other form of payment shall be accepted.
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- 23.3. 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 Davao.

24. RELEASE/WITHDRAWAL OF AWARDED ITEMS

- 24.1. After payment of the awarded items, the awardee/s shall withdraw all the listed items stated in Annexes “A” within the required period as stipulated in the Release Order (RO). Otherwise, the awardee shall pay the PPA, PMO Davao the corresponding storage fee equivalent to one-tenth of one (1%) percent of the price of the unwithdrawn items, or Php100.00/day of delay, whichever is higher but not to exceed ten (10%) percent of the total amount of the Award.
- 24.2. Once the cumulative amount of storage fee reaches ten (10%) percent of the total amount of Award, the PPA, PMO Davao may rescind/cancel the Award, forfeit the Bid Security, and impose the appropriate sanctions as penalty.
- 24.3. The actual release/withdrawal of awarded items shall be made within **ninety (90) calendar days** during regular office hours (8:00 a.m. - 5:00 p.m.), Monday thru Saturday, and shall be witnessed by the designated representatives of the PPA, PMO-Davao Disposal Committee (DC), Commission on Audit (COA) representative, Technical Inspector of PPA, PMO Davao, Security Officer from the PPA, PMO Davao and Supervising Supply Officer of PPA, PMO Davao, who shall affix their signatures on the “Release Order” (RO).
- 24.4. In the event that actual weight/quantity of the awarded items turned out to be greater than that specified in the Notice of Award (NOA), the awardee shall pay the corresponding amount of the excess quantity based on his bid price.
- 24.5. In the event that the actual weight/quantity of the awarded item is less than that specified in the Notice of Award (NOA), no refund of payment shall be allowed.
- 24.6. Selective withdrawal is not allowed. The awardee shall withdraw all the items within the awarded lot.

25. TAXES, CUSTOMS DUTIES, COST OR CHARGES

- 25.1. The awardee shall pay, in addition to the purchase price, any taxes, customs duties, costs or charges of any kind or nature whatsoever levied, or levied by law, arising from the sale of items.
- 25.2. All expenses incidental to the withdrawal of the items shall be borne by the awardee.
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26.1. The bidder after having been issued the Bid Documents (BD), has deemed accepted the terms and specifications established by PPA, PMO Davao Disposal Committee and therefore waive any right it may have to seek and obtain a writ of injunction or prohibition or restraining order against PPA, PMO Davao, to prevent or restrain the bidding process or any proceedings related thereto, the negotiation or award of the contract to the successful bidder and the implementation of the awarded contract.

Printed Name of Bidder/Business Name

Complete Business Address

Mobile No., Telephone No., Fax No.

Email Address

SECTION III

DESCRIPTION/LIST OF ITEMS FOR SALE

ANNEX “A”

One (1) Lot of Various Unserviceable Properties for Disposal

Item	Description	Quantity	Unit
1	Storage Oil Tank No. 1	83,044.4751	kilo
2	Storage Oil Tank No. 2	73,603.3878	kilo
3	Storage Oil Tank No. 3	73,603.3878	kilo

The winning bidder is responsible for all the cost of demolition/cutting and hauling of the three (3) storage oil tanks.

SECTION IV

PRESCRIBED BIDDING FORMS

PRICE QUOTATION FORM

Date

ANALEE G. AGUILA
Chairperson, Disposal Committee
Philippine Ports Authority
Port Management Office of Davao

Sir/Madam:

In response to your Invitation to Bid (IB) and in accordance with the stipulations of the Instruction to Bidders (IB) and Terms and Conditions, which I duly signed and submitted as part of my eligibility documents, hereunder is my bid:

Lot No.	Lot Description	Unit	Quantity	Unit Cost	Amount
1	Three (3) Storage Oil Tanks	kg.	230,251.2507		
	Total Bid Price in Figures and in Words				
		(Words)			
		Php _____			
		(Figures)			

I have actually seen and inspected the above items and my bid is based on my own estimate. The above offer shall be valid for one hundred twenty (120) calendar days. Enclosed is the required Bid Security (BS) in the amount of Php _____ which is equivalent of not less ten (10%) of the total minimum bid price inclusive of Value Added Tax.

Very truly yours,

Printed Name of Bidder/Business Name

Printed Name and Signature of the Authorized Representative/Date Signed

Complete Business Address

Tax Identification No.

Mobile No., Telephone No., Fax No.

Email Address

**REPUBLIC OF THE PHILIPPINES
PHILIPPINE PORTS AUTHORITY
PORT MANAGEMENT OFFICE - DAVAO
Km. 10, Port Area, Sasa, Davao City**

Contract Agreement

**Disposal By Sale of Three (3) Storage Oil Tanks on an As-Is Where-Is Basis
Located at Sasa Port, Km. 10, Sasa, Davao City**

THIS AGREEMENT made this ____ day of _____ 2022 between Philippine Ports Authority of the Philippines (hereinafter called “the Entity”) with office address at Km. 10, Port Area, Sasa, Davao City of the one part and _____ of _____ with office address at _____, Philippines (hereinafter called “the Buyer”) of the other part:

WHEREAS the Entity invited Bids for certain disposal of property, viz.,

Disposal By Sale of Three (3) Storage Oil Tanks on an As-Is Where-Is Basis Located at Sasa Port, Km. 10,, Sasa, Davao City and has accepted a Bid by the Buyer for unserviceable property, scrap, and waste materials in the sum of _____ and ____/100, Philippine Currency (P_____) (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - 2.a PMO-Davao issued Price Quotation Form (PQF) duly filled-up and submitted by the Bidder;
 - 2.b Drawing and Technical Specifications;
 - 2.c Entity’s Notification of Award; and
 - 2.d Other contract documents that may be required by existing laws and the PPA such as:
 - 2.d.1 Abstract for Price Quotation
3. In consideration of the payments to be made by the Buyer to the Entity as hereinafter mentioned, the Buyer hereby covenants with the Entity to undertake the disposal of **three (3) storage oil tanks** and clean-up of site area within **ninety (90) calendar days** during regular office hours (8:00 a. m. – 5:00 p. m.), Monday thru Saturday, in conformity in all respects with the provisions of the Contract.

4. The Buyer shall be responsible to provide all items required in the Scope of Work and expenses for non-compliance therewith shall be born or shouldered by the same;
5. The Entity hereby covenants to assist the Buyer in consideration of the provision for the **Disposal By Sale of Three (3) Storage Oil Tanks** including the demolition and disposal of debris, the Contract Price under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS WHEREOF, the Parties have hereunto signed this Contract on the date and place first herein above written.

PHILIPPINE PORTS AUTHORITY

CONTRACTOR

By:

By:

ANALEE G. AGUILA
Port Manager

Authorized Representative

WITNESSES:

GEMMA G. CESAR
Administrative Division Manager

Contractor's Witness

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF DAVAO) S.S.

BEFORE ME, a Notary Public for and in the City of Davao, Philippines,
personally appeared the following persons with their respective Competent Evidence of
Identities and CTCs to wit:

NAME	Competent Evidence of Identity	CTC No.	Date/Place Issued
<u>ANALEE G. AGUILA</u>	_____	_____	_____
_____	_____	_____	_____

who are known to me to be the same persons who executed and signed the foregoing instrument
and who acknowledged to me that the same is their true and voluntary acts and deeds, and that
of the entity which they respectively represent.

This instrument is a Contract/Agreement for the ***Disposal By Sale of Three (3) Storage
Oil Tanks Located at Sasa Port Km. 10, Sasa, Davao City***, consisting of ***three (3) pages***,
including this page where the Acknowledgment is written. ***Page 1*** is signed on the left margin
thereof and ***Page 2*** is signed at the corresponding spaces provided therefore by the Parties and
their instrumental witnesses and sealed with my notarial seal.

WITNESS MY HAND AND SEAL this ____ day of _____ 2022 at Davao
City, Philippines.

NOTARY PUBLIC

Doc. No. ____;
Page No. ____;
Book No. ____;
Series of ____;