NEGOTIATED SALE OF UNSERVICEABLE PROPERTIES

TERMS OF REFERENCE

BACKGOUND

The Philippine Ports Authority, in line with its property and asset management program wherein unserviceable, no longer needed and/or obsolete supplies, materials, equipment and motor vehicles are sold, destroyed, donated or transferred to another government agency or institutions, is conducting disposal through negotiated sale of unserviceable properties.

OBJECTIVE

There is need for the disposal of unserviceable properties listed below to avoid further deterioration as well as to generate greater benefits to the government in terms of higher appraisal value, lesser storage cost and better management of limited office space for unserviceable property/assets.

SCOPE OF NEGOTIATED SALE

The unserviceable properties for negotiated sale are as follows:

Lot No.	Item Description		Minimum Floor Price (Inclusive of 12% VAT)
1	1 unit	Hyundai, Santa Fe 2009	**83,217.75**
	1 unit	Toyota Revo DLX 2003	
	1 unit	Toyota Revo GLX 1999	
	1 unit	Hyundai H-100 Commuter Van	
	1 unit	Kia Sportage/Wagon	
	1 lot	Various glass and window frames	
	31 units	Computer table	
	34 units	Mobile pedestal	

Lot No.	Item Description		Minimum Floor Price (Inclusive of 12% VAT)
	45 units	Filing cabinet	
	7 units	Cabinet, various	
	51 pcs.	Frames, various sizes	
2	10 units	Laptops various	**600.00**
	4 units	Projectors, multi-media	
3	1 lot	Office furniture system	**800.00**
	17 units	Typewriter/printer table	
	5 units	Back cabinet/conference table	
		Total ...	**84,617.75**

TERMS AND CONDITIONS

1. The sale is on "AS IS – WHERE IS" basis.

2. An offeror may submit only one (1) best and final offer for the lot. Submission of more than one best and final offer for the lot will be considered a ground for disqualification for the submitted offers.

3. It is understood that participating bidders have seen and inspected the subject unserviceable properties located at PMO Storage Building, Operations Compound and PPA Warehouse, Km. 10 Sasa Port Area, Davao City.

4. Best and Final Offers addressed to Ms. ANALEE G. AGUILA, Chairperson, PMO Davao Disposal Committee, shall be submitted not later than **05 December 2023**, 9:00 AM at the Lobby of the PPA Administrative Building, Km. 10, Sasa Port Area, Davao City. The sealed envelope must contain the Best and Final Offer and Bid Bond.

   Sealed offers/bids received shall be opened **on or before 9:30 AM, 05 December 2023**, at the 3rd Floor, Training Center, PPA Administrative Building.

5. Best and Final offer shall be prepared on the prescribed Bid Form (see attached) and in strict compliance with the requirements of these Instructions.

6. The Best and Final offer price shall be inclusive of the 12% value added tax (VAT).

7. Erasures/modifications shall be avoided or duly initialed by the offerors.

8. The best and final offer price shall be accompanied by a bidder's bond in the form of cash, manager's/cashier/s check in an amount equivalent to 10% of the minimum floor price (inclusive of 12% VAT), as guarantee that the winner shall, within ten (10) working days from receipt of the Release Order, withdraw the goods from its present location.

9. An offeror may be allowed to withdraw his tender before the time of the opening of offers/bids and shall be returned unopened. After the opening of offers/bids, no offeror shall be allowed to withdraw his offer.

10. No offers shall be accepted after the deadline. Late offers shall not be honored and shall be automatically disqualified.

11. Best and final offers that are not in the prescribed form or unsigned shall be considered defective and shall automatically be disqualified.

12. Bid bond of non-winning offerors shall be returned immediately after the winner has been determined.

13. Award shall be given to the highest complying offeror and whose offer price is not lower than the floor price as indicated in the bid form.

14. Should there be two or more offerors who submit the same offers for the items(s), the Authority shall adopt the rules of breaking the tie in accordance with the mechanics provided for under GPPB Circular No. 06-2005 issued by the Government Procurement Policy Board on August 5, 2005.

15. Should the best and final offer received is lower than the floor price or should there be no offerors for the unserviceable properties, re-negotiation shall be resorted to as authorized by the Port Manager and provided that the price shall not be lower than the minimum floor price as determined by the Disposal Committee.

16. Upon determination of the awardee, the bid bond shall be considered as partial payment and the difference between such payment and the offer shall be paid in the form of cash, cashier's or manager's check of a reputable bank within the area where the negotiated sale was held. Full payment shall be made within five (5) working days from the date of the receipt of Notice of Award.

In case of failure of full payment within the prescribed period, the awardee maybe penalized through cancellation of the award and forfeiture of the bid bond in favor of the Authority.

17. Winners are required to remove all item(s) awarded to them within the period fixed by the Disposal Committee but not more than thirty (30) working days after receipt of the Notice of Award, otherwise, a storage fee in the amount equivalent to 1% of the total unwithdrawn item(s) or Five Hundred Pesos (P500.00) whichever is higher shall be charged against him per day of delay. Item(s) not withdrawn thirty (30) days from receipt of Notice of Award shall be re-negotiated and ownership of the awarded property including all money received in connection with the said sale shall be forfeited in favor of the Authority.

18. No Transfer or Deed of Assignment of the Award shall be honored by the Authority. Awardee or his authorized representative is required to personally pay, withdraw and/or request for extension of withdrawal, if warranted, for the awarded item(s).

19. Withdrawal of the properties shall be made only during official working hours from 8:00 AM to 5:00 PM from Monday to Friday subject to safety protocols.

20. The buyer of disposable property shall pay, in addition to the purchase price, any taxes, customs duties, cost or charges of any kind or nature whatsoever levied on connection with the sale of the property. All expenses incidental to the withdrawal of the property shall be borne by the awardee.

21. PPA reserves the right to reject any or all bids, to waive any defect in the offer received and to accept such offer which is most advantageous to the Authority.

ANALEE G. AGUILA
Chairperson
PMO Davao Disposal Committee

Reviewed by:

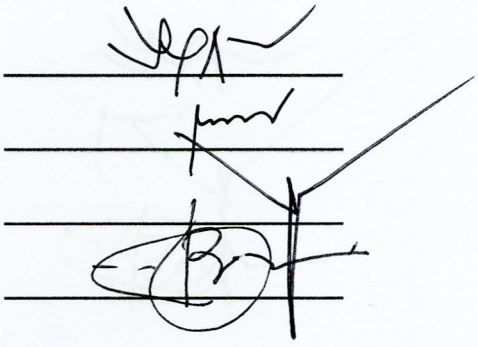
Disposal Committee
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L. J. L. BEDICO



Members

G. G. CESAR

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