

TIMELINE FOR DISPOSAL OF UNSERVICEABLE PROPERTIES - CALAPAN

IIRUP as of 31 December 2023	22,927.00
IIRUP as of 31 December 2024 OFFE	10,100.00
IIRUP as of 31 December 2024 Excess Materials	97,250.00
IIRUSP as of 15 January 2025	9,670.00
GRAND TOTAL OF COA's Appraised Value	139,947.00

Activities	Date
I Bid Docs Preparation	September 16 - 17, 2025
II Posting Ocular inspection of interested bidder	September 18-24, 2025
III Submission of bids	September 25, 2025 - 1:30 p.m.
IV Opening of Bids	September 25, 2025 - 2:00 p.m.
V Preparation of Resolution for Award	September 26, 2025
VI Notice of Award Payment of Bid upon receipt of NOA Pull out of materials after payment	September 29, 2025 within 7 days within 15 days
VII Issuance of Certificate of Completion	within 3 working days upon final pull out
VIII Processing of Refund of Bond	upon presentation of original O.R.

Approved:


JON GABRIELL M. MANANSALA
Port Manager A

TERMS OF REFERENCE

SALE/DISPOSAL OF FOUR (4) LOTS UNSERVICEABLE PROPERTIES LOCATED AT PPA PMO MINDORO-PORT OF CALAPAN

This Terms of Reference (TOR) describes the procedures that will be followed in connection with the Sale/Disposal of Four (4) lots Unserviceable Properties Located at PPA PMO Mindoro-Port of Calapan.

PPA PMO Mindoro reserves the right to amend or supplement this TOR at any time prior to the submission of the final proposals. The Disposal and Award Committee of PPA PMO Mindoro (DAC for brevity) shall administer this TOR. Any decision and/or action taken by the DAC is subject to the approval of the Port Manager, PMO-Mindoro.

I. BACKGROUND AND OBJECTIVE

There is a need to dispose of the unserviceable assets listed below to avoid further deterioration as well as to generate greater benefits to the government in terms of higher appraisal value and better management of limited port space. The DAC shall facilitate the disposition in accordance with PPA Memorandum Order No. 01-2019.

II. SCOPE OF PUBLIC AUCTION

LOT	DESCRIPTION	MINIMUM FLOOR PRICE (Inclusive of 12% VAT)
1	Various assets listed under IIRUP dated December 31, 2023 (see attached Annex A)	P 22,927.00
2	Various assets listed under IIRUP dated December 31, 2024 OFFE (see attached Annex B)	10,100.00
3	Various assets listed under IIRUP dated December 31, 2024 Excess Materials (see attached Annex C)	97,250.00
4	Various assets listed under IIRUSP dated January 15, 2025 (see attached Annex D)	9,670.00
TOTAL		P139,947.00

III. GENERAL INFORMATION

1. **Applicable Laws.** All laws governing the operation and implementation of this TOR will be the applicable laws and other issuances of the Government of the Republic of the Philippines relative to the disposition of assets.

2. **Publication of Invitation to Bid.** PPA PMO Mindoro shall publish in conspicuous public places and in the PPA Website an invitation to prospective bidders to participate in the Public Bidding.

3. **Amendments to TOR.** The information and/or procedures contained in this TOR may be amended or replaced at any time, at the DAC's discretion, without giving prior notice or providing any reason. Should any of the information and/or procedures contained in this TOR be amended or replaced, the DAC shall inform all prospective bidders of such amendments or replacements through the issuance of appropriate bid bulletins. To ensure that all prospective bidders are informed of any amendments, all shall be requested to inform PPA PMO Mindoro of their official contact person as well as contact number and address.

4. **Correspondence with the DAC.** As appropriate, all correspondences pertaining hereto shall be addressed to:

The Chairperson, Disposal and Award Committee, PPA PMO Mindoro
Sale/Disposal of Four (4) Lots Unserviceable Properties Located at PPA PMO
MINDORO-PORT OF CALAPAN
San Antonio, Calapan City
Oriental Mindoro

IV. TERMS AND CONDITIONS

1. The sale is an **"AS-IS-WHERE-IS, CLEAN UP, ALL MUST GO"** basis.

2. A bidder may submit one (1) bid for the lot. Submission of more than one bid for the lot may be considered a ground for disqualification for the submitted bids.

3. It is understood that participating bidders have seen and inspected the subject unserviceable properties located at the Port of Calapan, Brgy. San Antonio, Calapan City, Or. Mindoro.

4. The bid price shall be inclusive of the 12% value added tax (VAT).

5. The bid shall be accompanied by a bidder's bond in the form of Cash in the amount equivalent to 10% of the minimum floor price (inclusive of 12% VAT) which shall be paid to the Cashier, PPA PMO Mindoro, on the day of the Opening of Bids, **as guarantee** that the successful bidder shall, **within fifteen (15) calendar days** from full payment of the bid price, withdraw all the items from its present location.

6. Upon determination of the awardee, the bid price shall be paid in full in the form of Cash **within seven (7) calendar days from the date of the receipt of Notice of Award.**
7. Should the winning bidder fail to pay the full amount of the bid price within seven (7) calendar days from the receipt of the Notice of Award, the same shall be deemed cancelled and rendered ineffective and the 10% bond deposit **be forfeited in favor of the PPA PMO Mindoro (Authority).**
8. No transfer or Deed of Assignment of the Award shall be honored by the Authority. The Awardee or the authorized representative is required to personally pay the amount due and withdraw all the awarded item(s).
9. Withdrawal of all of the awarded item(s) shall be made only during the official working hours from 8 A.M. to 5 P.M., Monday to Friday.
10. The awardee shall pay, in addition to the purchase price, any taxes, custom duties, cost or charges of any kind or nature whatsoever levied in connection with the sale of the property. **All expenses incidental to the withdrawal of the items shall be borne by the awardee.**

V. PROCEDURES AND REQUIREMENTS

1. General Flow and Schedule of Activities

- 1.1. Posting of Notice of Public Auction of Unserviceable Property;
- 1.2. Ocular Inspection of Unserviceable Properties at PPA PMO Mindoro-Port of Calapan by the Prospective Bidders;
- 1.3. Availability of Bid Form;
- 1.4. Submission of Sealed Bids;
- 1.5. Opening of Bids;
- 1.6. Payment of Bid bonds by the Prospective Bidders;
- 1.7. Determination of the winning bidder and issuance of Notice of Award;
- 1.8. Full payment of the bid amount by the winning bidder;
- 1.9. Withdrawal of awarded properties;
- 1.10. Issuance of Certificate of Completion;
- 1.11. Return of bid bonds to the bidders.

2. Detailed Procedures and Requirements

2.1. **Issuance of TOR.** The prospective bidder shall secure a copy of the TOR of Sale/Disposal of Four (4) Lots Unserviceable Properties Located at PPA PMO Mindoro-Port of Calapan **including all Annexes.** The TOR is also available for download thru PPA Website at ppa.com.ph.

2.2. **Ocular Inspection.** Prospective bidders will be given the chance to inspect the described unserviceable properties at Port of Calapan, Brgy. San Antonio, Calapan City, Or. Mindoro on a set schedule.

2.3. **Valuation.** The minimum/floor bid price of the entire lot of the Sale/Disposal of Four (4) Lots Unserviceable Properties Located at PPA PMO Mindoro-Port of Calapan is Pesos: **One Hundred Thirty Nine Thousand, Nine Hundred Forty Seven Pesos (P139,947.00)** inclusive of 12% VAT.

2.5. **Submission of Bids.** Sealed bids addressed to The Chairperson, PMO Mindoro Disposal and Award Committee shall be submitted at PPA PMO Mindoro Law Enforcement Building, San Antonio, Calapan City, Or. Mindoro on the scheduled date. The sealed envelopes must be properly labeled and shall contain the accomplished Financial Bid Form and Bid Bond and shall be opened at the PMO Mindoro Conference Room on the scheduled date. Bid envelopes that are not properly sealed and marked, as required in the TOR shall not be rejected but the bidder or its authorized representative shall acknowledge such condition of the bid as submitted. The DAC shall assume no responsibility for the misplacements of the contents of the improperly sealed or marked bid, or for its premature opening. Bids shall be prepared using the prescribed Financial Bid Form provided and in strict compliance with the requirements of the following instructions:

- Erasures/modifications shall be avoided or shall be duly signed by the bidders;

- The bid shall be accompanied by a Bid Bond in the form of Cash, in the amount equivalent to at least 10% of the minimum floor price (inclusive of 12% VAT), as a guarantee that the successful bidder, within fifteen (15) calendar days from full payment, shall withdraw the items from its present location. **The winning bidder shall be responsible for all the costs that may be incurred incidental to the withdrawal of the items. They shall withdraw all the items covered in the auction and clear the site within fifteen (15) calendar days from full payment, otherwise storage fee shall be charged in accordance with the existing rules and regulations of the PPA.**

A bidder may be allowed to withdraw his tender before the scheduled opening of bids, and his envelope shall be returned sealed. After the opening of bids, no bidder shall be allowed to withdraw his bid. No bids shall be accepted after the deadline. Late bids shall be automatically disqualified. Bidders shall submit their Bid in a **single package** consisting of **two (2) separate envelopes** specifically marked "Eligibility and Technical Component (First Envelope)" and "Financial Proposal" (Second Envelope)".

First Envelope shall contain:

1. The Terms of Reference including all annexes duly signed by the bidder in all pages. Non-compliance is a ground for disqualification;

2. An AFFIDAVIT OF UNDERTAKING signed by the bidder/s/representative/s of the bidder/s and duly notarized in the form attached hereto as "Annex E", stating that the bidder has conducted an ocular inspection of the Four (4) Lots Unserviceable Properties Located at PPA PMO Mindoro-Port of Calapan and has considered all pertinent documents relative thereto and has been accorded full and reasonable information thereon as to enable the bidder to submit a responsible bid;
3. Copy of all bid bulletins issued by the DAC, if any;
4. Photocopy of BIR Certificate of Registration (BIR Form 2303) and photocopy of a blank Official Receipt/Sales Invoice of the bidder. The Original copies must also be presented to the DAC, if required so;
5. Current & Valid Mayor's/Business Permit;
6. Bid bond in the form of Cash in an amount not less than Pesos: Thirteen Thousand Nine Hundred Ninety-Four and 70/100 (P13,994.70), which represents 10% of the minimum floor price;
7. Non-compliance in any of the provisions from 1-6 shall be ground for disqualification.
8. **In case of disqualification**, the Bid Bond shall be immediately returned to the disqualified bidder together with the First and Second Envelopes. Said bidder shall sign the acknowledgement receipt for the returned money and envelopes in favor of the Authority;

Second Envelope shall contain:

1. Bid Form

2.6. Opening of Bids. All bidders shall be invited to the bidding proper. Bids will be opened in the presence of the bidders/bidders' representatives who choose to attend the Bid Opening at the PPA PMO Mindoro Conference Room, PPA Law Enforcement Building, San Antonio, Calapan City, Oriental Mindoro at the scheduled time. The DAC shall conduct the opening of bids. All bids below the Minimum Bid/Floor Price set shall be disqualified. Incomplete submission shall also be ground for disqualification. **In case there are no bids received or only one bid was received**, the bid will be deemed disqualified and the DAC shall declare a failure of bidding and shall conduct a second bidding. In case of another failure of bidding, the DAC shall have the option to enter into a **negotiated sale** for Four (4) Lots Unserviceable Properties Located at PPA PMO Mindoro-Port of Calapan. Actual participants in the failed bidding activities shall be given priority in the negotiation such that non-participating parties may be allowed to negotiate only after irreconcilable disagreements have been reached with the actual bidders.

2.7. Declaration of Winning Bid Price, Winning Bidder, and Second Highest Bidder. The bid price determined by the DAC as the highest bid price shall be declared the "Winning Bid Price" and the bidder who submitted the Winning Bid Price shall be declared as the "Winning Bidder". The bidder who submitted the second-highest bid price shall be declared as the "Second Highest Bidder". Should there be two or more bidders who submitted the same bid price, the DAC shall break the tie through **toss coin**.

2.8. Notice of Award. Within three (3) calendar days after the declaration of the Winning Bidder, the DAC shall recommend the issuance of a Notice of Award to the Winning Bidder. Within three (3) working days after said recommendation of the Winning Bidder, the Port Manager, PMO Mindoro shall issue a Notice of Award to the Winning Bidder.

2.9. Payment of the Winning Bid Price. Within seven (7) calendar days from the receipt of the Notice of Award, the Winning Bidder shall pay the Winning Bid Price in the form of Cash to the Cashier, PMO Mindoro.

2.10. Bid Bond. In case the declared Winning Bidder fails to pay the Winning Bid Price in full amount on the scheduled date, the Bid Bond shall be **automatically forfeited** without need of further action of any nature. Upon the recommendation of the Chairperson of Disposal and Award Committee and the approval of the Port Manager PMO Mindoro, the Second Highest Bidder may be declared as the new Winning Bidder and the Second Highest Bid Price will be the new Winning Bid Price provided that they are compliant with all the requirements. The process may continue until a new Winning Bidder has paid in full the corresponding bid price unless the DAC declares otherwise. **Bid bond of both the winning and non-winning bidders shall only be returned after the completion of the withdrawal of the awarded properties by the Ultimate Winning Bidder from the location.**

VI. QUALIFICATIONS

The PPA PMO Mindoro is looking for an interested Buyer or Bidder who could bid in "**AS-IS-WHERE-IS, CLEAN UP, ALL MUST GO**" basis with the qualifications as follows:

1. Must be BIR Registered;
2. Must have valid Mayor's Permit/Business Permit;

VII. WAIVERS

The DAC reserves the right to reject any or all bids or to waive any defect, informality, or minor deviations thereon, which will not affect the substance and

validity of any or all of the bids without any liability to any party for any action or decision taken by virtue of this reservation.

VIII. OTHER RESPONSIBILITY OF SUCCESSFUL BIDDER

Materials and other facilities required for the undertakings as well as incidental expenses shall be borne by the successful bidder.

Prepared By:


MARCELINA D. ROLDAN
Administrative Division Manager

Approved By:


JON GABRIELL M. MANANSALA
Port Manager

ANNEX A

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Copier, konica	1	COA-E-08
Aircon, window, Panasonic	1	COA-E-015
Brother T700W	1	COA-E-017
Printer, HP P1102	1	COA-SE-044
Bundy clock (COA)	1	no tag
Printer, Lexmark Optra	1	CAL-E-021
Printer, HP 1200	1	CAL-E-051
Printer, Lexmark E232	1	CAL-E-175
Printer, HP DJ 1280	1	CAL-E-268
PAS, Yamaha	1	CAL-E-296
Printer, HP 1160	1	CAL-E-327
Printer, HP Officejet 7100	1	CAL-E-333
CPU/Monitor	1	CAL-E-334
Monitor	1	CAL-E-359
CPU, Dell optiplex	1	CAL-E-361
Monitor	1	CAL-E-362
Aircon, indoor ceiling, Carrier	1	CAL-E-424
Aircon, indoor ceiling, Carrier	1	CAL-E-425
Aircon, indoor ceiling, Carrier	1	CAL-E-426
Aircon, indoor ceiling, Carrier	1	CAL-E-427
Aircon, indoor wall, Panasonic	1	CAL-E-429
Air Compressor	1	CAL-E-438
Drill, Makita	1	CAL-E-451
Brother HL2140	1	CAL-E-468
Aircon, split wall	1	CAL-E-474A
Aircon, split wall	1	CAL-E-474B
Printer, HP Officejet 7000	1	CAL-E-493
CPU/Monitor	1	CAL-E-503
CPU	1	CAL-E-506
CPU	1	CAL-E-507
Laptop, Dell inspiron	1	CAL-E-515
Laptop, Dell inspiron	1	CAL-E-523
Aircon, window, Koppel	1	CAL-E-528
Aircon, window, Koppel	1	CAL-E-529
Printer, Epson LQ680Pro	1	CAL-E-536
Laptop, Acer E-machine	1	CAL-E-543
Laptop, Acer E-machine	1	CAL-E-544
Aircon, split wall, Panasonic	1	CAL-E-549A
Aircon, window Panasonic	1	CAL-E-550
Refrigerator, Condura	1	CAL-E-552
Refrigerator, Sanyo	1	CAL-E-557
Aircon, window, Sanyo	1	CAL-E-561
Digicam	1	CAL-E-571
DSLR Canon	1	CAL-E-607
UPS, 3KVA	1	CAL-E-629

ANNEX A**INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY**
As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Refrigerator, Panasonic	1	CAL-E-683
Printer, Brother HL2040	1	CAL-E-711
Epson LQ2190	1	CAL-E-716
CPU, non-branded	1	CAL-E-739
Printer, Samsung Ljet SCX4600	1	CAL-E-742B
PAS, Yamaha	1	CAL-E-743
Ipad mini	1	CAL-E-773
HP Officejet 7110	1	CAL-E-799
Executive chair, black	1	CAL-E-821
Ipad mini	1	CAL-E-825
Ipad mini	1	CAL-E-826
Stand fan	1	CAL-E-852
Printer, Brother MFC J200	1	CAL-E-858
Printer, Brother DCP J100	1	CAL-E-859
Stand fan	1	CAL-E-866
Laptop, Asus (red)	1	CAL-E-872
Laptop, MacBook Air	1	CAL-E-873
Printer, Epson L1300	1	CAL-E-881
Scanner	1	CAL-E-896
Scanner	1	CAL-E-897
Scanner	1	CAL-E-901
Executive chair, maroon	1	CAL-E-928
HP1102	1	CAL-E-944
Printer, HP Officejet 7110	1	CAL-E-955
Stand fan	1	CAL-E-984
Laptop, Acer	1	CAL-E-996
Cellphone, Samsung	1	CAL-E-1000
Airpot	1	CAL-E-1010
Computer set	1	CAL-E-1015
Digicam	1	CAL-E-1022
Aircon, window, Carrier	1	CAL-E-1045
Aircon, window, Carrier	1	CAL-E-1091
Hot and Cold water Dispenser	1	CAL-E-1096
Aircon, outdoor cassette, Kolin	1	CAL-E-1107
Aircon, outdoor cassette, Kolin	1	CAL-E-1116
Aircon, outdoor cassette, Kolin	1	CAL-E-1125
Printer, Samsung C480FW	1	CAL-E-1138
Cellphone, Oppo	1	CAL-E-1176
Cellphone, Oppo (KSF)	1	CAL-E-1181
UPS (part of BXM)	1	CAL-E-1200
Laptop, Lenovo L470	1	CAL-E-1251
Laptop, Lenovo L470	1	CAL-E-1252
Laptop, Lenovo L470	1	CAL-E-1270
Printer, Epson L310	1	CAL-E-1283
Pantum	1	CAL-E-1293

ANNEX A**INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY**
As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Printer, Epson LQ310	1	CAL-E-1303
Printer, Epson LQ310	1	CAL-E-1305
Base Radio	1	CAL-E-1314
Refrigerator, Sanyo	1	CAL-E-1320
Aircon, window, Carrier	1	CAL-E-1348
Aircon, window, Carrier	1	CAL-E-1355
Laptop, Acer	1	CAL-E-1440
Printer, Epson L1300	1	CAL-E-1586
CVT, 5KVA	1	CAL-E-1598
Aircon, window Panasonic	1	CAL-E-1599
CPU	1	CAL-E-1685
Monitor, Acer	1	IT13-013
CPU with UPS	1	IT13-019
CPU	1	IT13-021
Table, gray	1	CAL-SE-028
Monitor	1	CAL-SE-028A
Visitor's chair	1	CAL-SE-032
Scanner, Acer	1	CAL-SE-069
Table	1	CAL-SE-340
TV, Panasonic, 21"	1	CAL-SE-459
Table, maroon	1	CAL-SE-570
Printer, HP 1020	1	CAL-SE-702
Printer, Brother HL2040	1	CAL-SE-708
Printer, Brother HL2040	1	CAL-SE-712
Digital caliper	1	CAL-SE-730
Monitor	1	CAL-SE-736A
Monitor	1	CAL-SE-737A
Monitor	1	CAL-SE-785
Printer, Epson T13	1	CAL-SE-794
Printer, Epson Stylus T13	1	CAL-SE-799
Airpot	1	CAL-SE-848
Printer, Canon IP2770	1	CAL-SE-873
TV, Panasonic	1	CAL-SE-883
Printer, Brother J430W	1	CAL-SE-951
Brother J220	1	CAL-SE-978
Cellular phone	1	MDO-SE-1008
Airpot	1	MDO-SE-1010
Water dispenser	1	MDO-SE-1094
Grinder	1	MDO-SE-1184
Cellular phone	1	MDO-SE-1193
Printer, Samsung C480FW	1	MDO-SE-1215
Printer, Epson L565	1	MDO-SE-1216
Executive chair, black	1	MDO-SE-1225
Brother DCP T700	1	MDO-SE-1246
Canon printer	1	MDO-SE-1255

ANNEX A

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Sphygmomanometer	1	MDO-SE-1274
Sphygmomanometer	1	MDO-SE-1278
Cellular phone	1	MDO-SE-1269
Printer, Canon	1	MDO-SE-1305
Stand fan	1	MDO-SE-1333
Stand fan	1	MDO-SE-1334
Laminating Machine	1	MDO-SE-1371
Cellular phone	1	MDO-SE-10005
Printer, HP Tank 315	1	MDO-SE-10059
Cellular phone	1	MDO-SE-10064
Cellular phone	1	MDO-SE-10065
Cellular phone	1	MDO-SE-10067
Orbit fan	1	MDO-SE-10088
Orbit fan	1	MDO-SE-10089
Industrial fan	1	MDO-SE-10093
Executive chair, black	1	MDO-SE-10102
Executive chair, gray	1	MDO-SE-10104
Executive chair, black	1	MDO-SE-10105
External HDD	1	MDO-SE-10119
Sphygmomanometer	1	MDO-SE-10137
Wheel chair	1	MDO-SE-10155
Thermal gun	1	MDO-SE-10178
Thermal gun	1	MDO-SE-10179
Thermal gun	1	MDO-SE-10180
Thermal gun	1	MDO-SE-10181
Thermal gun	1	MDO-SE-10182
Thermal gun	1	MDO-SE-10183
Thermal gun	1	MDO-SE-10186
Thermal gun	1	MDO-SE-10187
Multi-tester	1	MDO-SE-10316
Executive chair, black	1	MDO-SE-10366
Epson L220	1	MDO-SE-10404
Thermal gun	1	MDO-SE-10408
Thermal gun	1	MDO-SE-10409
Thermal gun	1	MDO-SE-10410
Thermal gun	1	MDO-SE-10411
Thermal gun	1	MDO-SE-10413
Thermal gun	1	MDO-SE-10416
Thermal gun	1	MDO-SE-10420
Thermal gun	1	MDO-SE-10421
Epson L3110	1	MDO-SE-10458
Cellular phone, Vivo	1	MDO-SE-10472
Cellular phone, Vivo	1	MDO-SE-10473
Cellular phone	1	MDO-SE-10517
Printer, HP Tank 315	1	MDO-SE-10546

ANNEX A

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Emergency Light	1	MDO-SE-10590
Gas stove	1	MDO-SE-10615
Hot and cold dispenser	1	MDO-SE-10616
Thermal scanner with dispenser	1	MDO-SE-10651
Executive chair, blue	1	MDO-SE-10686
Executive chair, blue	1	MDO-SE-10688
Executive chair, black	1	MDO-SE-10814
Executive chair, black	1	MDO-SE-10815
Executive chair, black	1	MDO-SE-10818
Executive chair, black	1	MDO-SE-10820
Executive chair, black	1	MDO-SE-10821
UPS, 6KVA (from Rapiscan)	2	not indicated
HP1102	1	not indicated
Aircon, indoor wall, Carrier	1	not indicated
Aircon, indoor 7T Floor, Carrier	1	not indicated
Aircon, outdoor, Koppel	1	not indicated
Aircon, floor mounted, indoor Kopp	1	not indicated
Aircon, outdoor, Carrier	1	not indicated
Aircon, floor mounted, indoor Kolin	1	not indicated
Aircon, floor mounted, indoor Kolin	1	not indicated
Aircon, outdoor, Kolin inverter	1	not indicated
Aircon, outdoor, Carrier	1	not indicated
Aircon, outdoor, Carrier	1	not indicated
Aircon, outdoor, Carrier	1	not indicated
Table, maroon	1	not indicated
Executive chair, black	5	not indicated
Executive chair, gray	1	not indicated
Executive chair, blue	1	not indicated
Visitors' chair, blue	3	not indicated
Visitors' chair, gray	1	not indicated
Visitor's chair, black	1	not indicated
Visitors' chair, wooden	2	not indicated
CPU, Acer	1	not indicated
CPU, Roxas	1	not indicated
CPU, Kebos	1	not indicated
CPU, Intel	1	not indicated
CPU, Morr Logic	1	not indicated
CPU	1	not indicated
CPU, Kebos black	1	not indicated
Printer, Epson FX 1180	1	not indicated
Printer, Epson FX 2180	3	not indicated
Printer, Epson FX 2190	1	not indicated
Printer, Epson LQ680Pro	3	not indicated
Printer, Canon IP2770	1	LPS fund
Printer, Brother MFC J430W	1	not indicated

ANNEX A

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Printer, HP Deskjet 2660	1	not indicated
Printer, Epson Stylus T13	1	not indicated
Printer, HP Deskjet 2460	1	not indicated
Printer, Brother MFC J200	1	not indicated
Printer, Epson L220	1	LPS fund
Printer, Brother, DCP J125	1	not indicated
Printer, Brother HL1110	1	not indicated
Printer, Deskjet F4280	1	not indicated
Monitor, AOC	1	not indicated
Monitor, BenQ	1	not indicated
Monitor, HannsG	1	not indicated
Desktop Calculators	3	not indicated
TV, Union	1	not indicated
TV, non branded	1	not indicated
Shredder	1	not indicated
Airpot	2	not indicated
Amplifier, Crown	2	not indicated
Pressure washer	1	not indicated
Bundy clock, Comix	1	not indicated
Port Switch, Dlink	2	not indicated
DVD player, Pioneer	1	not indicated
AVR	1	not indicated
UPS, 3KVA	3	not indicated
Measuring wheel	1	not indicated
Icom handheld	1	not indicated
Icom VC-480	1	not indicated
Icom M-24	1	not indicated
Icom IC M-36	1	not indicated
Cellphone, Oppo blue	1	not indicated
Cellphone, Samsung Duos	3	not indicated
Cellphone, assorted Nokia	12	not indicated
External HDD (Geli)	1	not indicated
Myphone (pink)	1	not indicated
Camera	2	not indicated
Sphygmomanometer	2	not indicated
CVT, 5KVA	1	not indicated

Prepared By:


AMORMIO ROMEO S. BENTER
Supervising Supply Officer

ANNEX B

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY As of December 31, 2024 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Aircon, split type wall	1	CAL-E-1060
Aircon, split type wall	1	CAL-E-1171
Aircon, split type wall	1	CAL-E-1174
Aircon, split type 5-Tonner	1	CAL-E-1337
Color Photocopying Machine, Ineo	1	CAL-E-1462
Motorcycle YBR 4stroke, SA 10558	1	CAL-V-18
Motorcycle YBR 4stroke, SA 10559	1	CAL-V-19

Prepared By:



AMORMIO ROMEO S. BENTER
Supervising Supply Officer

ANNEX C

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY
As of December 31, 2024 (EXCESS MATERIALS-PORT OF CALAPAN)

DESCRIPTION	QTY
Solar panels and steel frames	1 lot
G.I. fences and steel bars	1 lot
Covered walks	1 lot
Assorted steels	1 lot
G.I. sheets	1 lot
High mast tower	1 lot
Assorted lighting fixtures/bulbs	1 lot

Prepared By:


AMORMIO ROMEO S. BENTER
Supervising Supply Officer

ANNEX D**INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY**
As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
Aircon, Floor mounted 3T	1	CAL-E-172B
Desktop Computer	1	CAL-E-497
Desktop Computer	1	CAL-E-501
AVR (part of Base Radio)	1	CAL-E-608
Portable radio, Icom ICM24	1	CAL-E-730
Ipad Mini with case	1	CAL-E-770
Epson L120	1	CAL-E-775
Epson L120	1	CAL-E-776
Hot and Cold Dispenser	1	CAL-E-789
Ipad Mini with case	1	CAL-E-817
Water dispenser	1	CAL-E-850
Aircon, split type wall	1	CAL-E-855
Ipad Mini with case	1	CAL-E-878
Executive Chair	1	CAL-E-930
Cashier's Chair	1	CAL-E-976
Stand fan, Sharp	1	CAL-E-982
Laptop, Acer Travelmate	1	CAL-E-993
Office Chair	1	CAL-E-1002
Epson printer	1	CAL-E-1007
Aircon, Carrier	1	CAL-E-1046
Time stamp machine	1	CAL-E-1079B
Industrial fan	1	CAL-E-1081
CPU	1	CAL-E-1103
Aircon, cassette type, indoor	1	CAL-E-1116
Aircon, cassette type	1	CAL-E-1202
Aircon, cassette type	1	CAL-E-1205
Aircon Split wall	1	CAL-E-1206
Aircon Split wall	1	CAL-E-1207
Aircon, cassette type	1	CAL-E-1210
Aircon, cassette type	1	CAL-E-1212
Aircon, cassette type	1	CAL-E-1214
Laptop	1	CAL-E-1250
Epson L310	1	CAL-E-1284
Epson L310	1	CAL-E-1286
Pantum printer	1	CAL-E-1290
Portable radio, Icom ICV80	1	CAL-E-1318
Aircon, window	1	CAL-E-1349
TV, Samsung LED 43"	1	CAL-E-1360
TV, Sharp 50"	1	CAL-E-1400
TV, TCL 65"	1	CAL-E-1675
TV, TCL 65"	1	CAL-E-1705
Conference Chair	1	CAL-E-1777
Chair	1	CAL-SE-594
Hot and Cold Dispenser	1	CAL-SE-723
Brother DCP T700	1	MDO-SE-1164
Electric drill	1	MDO-SE-1185

ANNEX D**INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY**
As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
GenSet, Portable, 3.5KVA	1	MDO-SE-1201
GenSet, Portable, 3.5KVA	1	MDO-SE-1202
Executive Chair	1	MDO-SE-1378
Executive Chair	1	MDO-SE-1381
Executive Chair	1	MDO-SE-1382
Executive Chair	1	MDO-SE-1383
Executive Chair	1	MDO-SE-1384
Emergency light	1	MDO-SE-10014
Emergency light	1	MDO-SE-10016
Emergency light	1	MDO-SE-10027
Emergency light	1	MDO-SE-10030
Emergency light	1	MDO-SE-10031
Fax Machine, Brother	1	MDO-SE-10052
Double deck bed	1	MDO-SE-10122
Wheel chair	1	MDO-SE-10152
Wheel chair	1	MDO-SE-10153
Wheel chair	1	MDO-SE-10157
Epson L120	1	MDO-SE-10294
Epson L310	1	MDO-SE-10311
Epson LQ310	1	MDO-SE-10317
Stand fan	1	MDO-SE-10324
HP15 printer	1	MDO-SE-10384
Epson LQ310	1	MDO-SE-10390
Emergency Light, 2-bulb	1	MDO-SE-10398
Hot and Cold Dispenser	1	MDO-SE-10475
Hot and Cold Dispenser	1	MDO-SE-10490
Office table with chair	1	MDO-SE-10524
Office chair	1	MDO-SE-10525
Stand fan, 16" camel	1	MDO-SE-10532
HP laser 1000W printer	1	MDO-SE-10581
Emergency Light	1	MDO-SE-10588
Emergency Light	1	MDO-SE-10589
External HDD	1	MDO-SE-10662
Executive Chair	1	MDO-SE-10685
Executive Chair	1	MDO-SE-10690
Executive Chair	1	MDO-SE-10701
Sr. Executive Chair	1	MDO-SE-10827
Sr. Executive Chair	1	MDO-SE-10829
Gas stove 2-burner	1	MDO-SE-11015
Office Chair	1	MDO-SE-11184
Office Chair	1	MDO-SE-11185
TV (from Bulalacao)	1	no tag
UPS. 6KVA	1	part of BXM
UPS	1	CAL-E-316
UPS	1	CAL-E-687
UPS	1	CAL-E-760

ANNEX D**INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY**
As of December 31, 2023 (Port of Calapan)

DESCRIPTION	QTY	PROPERTY NO.
UPS	1	CAL-E-894
UPS	1	CAL-E-1065
UPS	1	CAL-E-1078
UPS	1	IT13-025
UPS	1	IT13-030
UPS	1	PS-3
UPS	1	PS-4
UPS	1	PS-5
UPS	1	PS-6
UPS	1	PS-8
UPS	1	PS-11
UPS	1	PS-12
UPS	1	CAL-SE-016
UPS	1	CAL-SE-023
UPS	1	CAL-SE-315
UPS	1	CAL-SE-377
UPS	1	CAL-SE-581
UPS	1	CAL-SE-586
UPS	1	CAL-SE-607
UPS	1	CAL-SE-725
UPS	1	CAL-SE-743
UPS	1	CAL-SE-893
UPS	1	CAL-SE-894
UPS	1	CAL-SE-908
UPS	1	CAL-SE-917
UPS	1	MDO-SE-1226
UPS	1	MDO-SE-1247
UPS	1	MDO-SE-1251
UPS	1	MDO-SE-1254
UPS	1	MDO-SE-1315
UPS	1	MDO-SE-1356
UPS	1	MDO-SE-1357
UPS	1	MDO-SE-1358
UPS	1	MDO-SE-1365
UPS	1	MDO-SE-1368
UPS	1	MDO-SE-10002
UPS	1	MDO-SE-10008
UPS	1	MDO-SE-10009
UPS	1	MDO-SE-10010
UPS	1	MDO-SE10077
UPS	1	MDO-SE10080
UPS	1	MDO-SE-10082
UPS	1	MDO-SE-10115
UPS	1	MDO-SE-10116
UPS	1	MDO-SE-10127
UPS	1	MDO-SE-10128

ANNEX E

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

AFFIDAVIT OF UNDERTAKING

I, _____, of legal age, Filipino citizen, with business address at _____, after having been duly sworn in accordance with law herein depose and say:

That, I am the _____ (designation/position) of _____ (company);

That, I am duly authorized to execute this Affidavit and to attest to the truth of the statements herein deposed;

That, in connection with the public bidding for the sale/disposition of **Sale/Disposal of Four (4) Lots Unserviceable Properties Located at PPA PMO MINDORO-Port of Calapan**, it is hereby attested that:

- a. I/My authorized representative undertook ocular inspection of the **Sale/Disposal of Four (4) lots Unserviceable Properties Located at PPA PMO MINDORO- Port of Calapan** on the following dates _____;
- b. All pertinent documents concerning said **Sale/Disposal of Four (4) lots Unserviceable Properties Located at PPA PMO MINDORO- Port of Calapan** have been examined by me/my authorized representative/s to my full satisfaction;
- c. All other information necessary to submit a responsive bid have been furnished to me by PMO Mindoro to my full satisfaction.

That, this Affidavit is being submitted to attest to the truth of the foregoing and for such other lawful purpose/s, it may serve.

That, further I say no more.

AFFIANT

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2025 at _____, the Affiant exhibiting his/her Community Tax Certificate No. _____ issued on _____ at _____.

NOTARY PUBLIC

Doc. No. _____
Page No. _____
Book No. _____
Series of 2025

BID FORM

Date: _____

The Port Manager

Port Management Office - Mindoro
Philippine Ports Authority
Port Area, San Antonio
Calapan City, Oriental Mindoro

Attention : Disposal and Awards Committee

Dear Sir:

Having examined the Bidding Documents including Bid Bulletin Number _____, if any, the receipt of which is hereby duly acknowledged, I, _____, duly authorized to sign bid for and in behalf of _____, offer the amount for Sale/Disposal of **Four (4) Lots Unserviceable Properties Located at PPA PMO MINDORO-Port of Calapan** in conformity with the said Bidding Documents for the sum of _____

_____ PESOS (P _____).

We certify/confirm that we comply with the eligibility requirements of the Bidding Documents.

Very truly yours,

Name and Signature : _____

Company : _____

Contact Number : _____

Date Signed : _____