

24 July 2019

**SUPPLEMENTAL/BID BULLETIN
ADDENDUM NO. 2019 - 001**

Subject: Changes of Schedule of Opening of Bids

Due to unavailability of TPB Disposal Committee, please be advised of the changes of the schedule of Opening of Bids for the Disposal of Unserviceable Equipment and Properties, to wit:

Particulars	Previous Schedule	New Schedule
Submission of Bids	8:00 – 10:30am – 17 July 2019	8:00 – 10:30am – 05 August 2019
Opening of Bids	11:00am – 17 July 2019	11:00am – 05 August 2019

All terms, conditions and instructions to bidders specified in the Bidding Documents inconsistent with this Bid Bulletin are hereby superseded and modified accordingly.

For information and guidance of all concerned.


JANET W. CANOY

Member, TPB Disposal Committee
Manager, Administrative Department

INVITATION TO BID

DISPOSAL OF UNSERVICEABLE EQUIPMENT AND OTHER PROPERTIES (2nd Bidding)

TPB - DC – 2019-006

Date: 24 July 2019

The Tourism Promotions Board (TPB) through its Disposal Committee is inviting interested proponent to bid for **one (1) Lot of Unserviceable Equipment and Other Properties** and submit your proposals printed in your company's/firm's or personal letterhead with your name, signature, company name (if any), address and contact numbers.

ITEM NAME / DESCRIPTION	LOT PRICE	LOCATION
One (1) Lot of Unserviceable Equipment and Other Properties	PhP 9,000.00	TPB Stockroom Legaspi Towers 300, Malate Manila.

Submit the duly accomplished proposals on or before 05 August 2019, from 8:00 A.M to 10:30 a.m. Place your proposals in a sealed envelope with the ITB Bid No. above, your name, address and contact numbers. Unsigned proposals, and proposals below the lot price shall be disqualified.

It is understood that your quoted price is good for thirty (30) calendar days from bid opening; and TPB reserves the right to accept or reject any bid, including that of a single eligible bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without incurring any liability to the affected bidder or bidders.

For more details, please see attached Instruction to Bidders (ITB) or contact MS. ROSELLE D. ROMERO / MR. EDGAR PARROCHA at telephone number 525-9318 loc. 217.


JANET W. CANOY
Member, TPB Disposal Committee
Manager, Administrative Department

INSTRUCTION TO BIDDERS (ITB)

DISPOSAL OF UNSERVICEABLE EQUIPMENT AND OTHER PROPERTIES

I. QUALIFICATION OF BIDDERS

Individuals including TPB Employees, partnerships and/or corporations are qualified to participate in the bidding, subject to the submission of documents as stated in this ITB; and Duly authorized representative/s, if any, shall submit a certification issued by the authorized officials/officers/ owner of the firm, as may be applicable, authorizing him/her to speak for and submit bids in behalf of the latter.

II. INSPECTION OF UNSERVICEABLE EQUIPMENT AND PROPERTIES

Unserviceable equipment and properties consisting of office and IT Equipment, furniture, fixtures and scrap/waste materials for sale are available for viewing from July 02 - 16, 2019 at the TPB Stockroom, 4th Floor Legaspi Towers 300, Roxas Blvd. Malate, Manila.

III. SCHEDULE OF PUBLIC BIDDING

The public bidding shall be conducted on "as is", "where is" on a per lot category basis by the **TPB Disposal Committee on August 05, 2019**, 11:00a.m. at the TPB BAC Room, 4th Floor Legaspi Towers 300, Roxas Blvd. Malate, Manila.

III. FLOOR PRICE

A floor price of the Unserviceable Equipment and Other Properties has been set in accordance with accounting rules and regulations amounting to **Nine Thousand Pesos & 00/100 Only (Php 9,000.00)**.

IV. SUBMISSION AND OPENING OF BIDS

1. Opening of bids will immediately follow after the deadline of submission of bids in the presence of at least 2 Disposal Committee Members and a member of Technical Working Group and the bidders who chose to attend;
2. Bidders shall submit their Financial Bid in a single envelope containing the following:
 - a. Bidders shall submit their Financial Bid Form indicating the bid price denominated in Philippine currency.
 - b. Bidder's bond amounting to ten percent (10%) of the bid proposal in the form of cash, cashier's or manager's check, issued by an acceptable commercial bank in favor of Tourism Promotions Board.
 - c. Photocopy of any government issued ID for Bidder or photocopy of any government issued ID of authorized representative and authorization letter for said representative of Bidder.

The envelope shall be labeled as follow:

**FINANCIAL BID FOR THE DISPOSAL OF UNSERVICEABLE EQUIPMENT
AND OTHER PROPERTIES**

Name of Bidder : _____

Address of Bidder : _____

Telephone No. of Bidder _____

Email Address of Bidder _____

Fax No. of Bidder : _____

3. Late submission of bids shall automatically be rejected and bids that are below the minimum floor price shall be automatically disqualified.
4. An Abstract of Bids shall be prepared by the Disposal Committee Secretariat for reference.

V. MODIFICATION AND WITHDRAWAL OF BIDS

1. A bidder may modify its bid after it has been submitted, provided that the modification is received by the TPB Disposal Committee Secretariat prior to the deadline of submission of bids.
2. A bidder may, through a Letter of Withdrawal, withdraw its bid after it has been submitted, for valid and justifiable reason; provided that the Letter of Withdrawal is received by the TPB Disposal Committee Secretariat prior to the deadline of submission of bids.
3. Modification/Withdrawal of bids shall not be allowed after the deadline of submission of bids.

VI. AWARDING

1. Award shall be given to the bidder with the highest bid price and complied with all the requirements specified in the TOR;
2. In case of tie, the TPB Disposal Committee will resort to non-discretionary (toss coin or draw lots) to determine the winning bidder;
3. If the winning bidder refuses to accept the award, the next highest bidder shall be awarded the bid, and so on and so forth.

VII. PAYMENT

1. Upon determination of the winning bidder, the Bidder's bond shall be considered partial payment and the difference between such payment and the offered Bid Price shall be paid in the form of Cash or Manager's Check of a reputable bank **within five (5) calendar days** from the date of receipt of Notice of Award;
2. Payment through salary deduction, in case of winning Bidder from TPB, shall not be allowed;
3. An Official Receipt shall be issued by the TPB covering the payment made by the winning bidder; and
4. In case of failure of full payment within the prescribed period, the winning bidder shall be penalized through cancellation of the award and forfeiture of the Bidder's bond in favor of TPB.

VIII. ISSUANCE OF GATE PASS / AUTHORITY TO PULL OUT

1. Gate Pass and other related documents for the Unserviceable Equipment and Other Properties shall be issued in favor of the Winning Bidder upon full payment of the amount of Bid Price.

IX. HAULING / PICK-UP OF UNSERVICEABLE PROPERTIES

1. The winning Bidder shall be given **ten (10) calendar days** to pick-up / haul the Unserviceable Equipment and Other Properties from receipt of the Notice to Proceed;
2. All Expenses for the hauling / pick-up of the property will be borne by the winning bidder; and
3. Failure on the awardee to claim the property within the stipulated period shall result to cancellation of the award/contract. If any of the Unserviceable Equipment and Other Properties remain unclaimed after the prescribed period, ownership of the contracted/awarded Unserviceable Equipment and Other Properties shall automatically revert to TPB.

X. FORFEITURE / RETURN OF BID BOND

1. The Bid Bond shall be forfeited in favor of the TPB in the following instances:
 - a. If the winning refuses to accept the award
 - b. In case the fails to make the payment within the prescribed period; and
 - c. If the winning bidder fails to complete the pick-up/hauling of the property within the prescribed period.
2. The Bid Bond shall be returned to the concerned bidder/s after the winning bidder has completed the pick-up/hauling of the properties.

XI. FAILURE OF PUBLIC AUCTION/BIDDING

Failure of public auction shall be declared in the following instances:

1. All prospective bidders are declared ineligible;
2. Only one (1) bidder submitted bid;
3. All bidders fail to comply with the bidding requirements;
4. All bids are below the floor price;
5. The winning bidder refuses to accept the award;
6. The winning bidder fails to make the payment as required.

In case of failure of the second auction/bidding, the TPB may dispose of the property through negotiation.

CONFORME:

Name & Signature of Bidder's

Authorized Representative : _____

Position : _____

Date : _____

BIDDER'S COMPANY OR PERSONAL LETTERHEAD

Address and Contact Number

FINANCIAL BID FORM

THE CHAIRPERSON

TPB Disposal Committee
Tourism Promotions Board

**SUBJECT : BIDDING FOR THE DISPOSAL UNSERVICEABLE EQUIPMENT AND
OTHER PROPERTIES**

Submitted herewith is my Bid Proposal with full knowledge of the requirements relating to the bidding as provided in the Invitation to Bid and the Instructions to Bidders.

Item Name / Description	Bid Price
One (1) Lot of Unserviceable Equipment and Other Properties	

It is understood that the TPB reserves the right to accept any bid including that of a single eligible bid, waive any minor deviation of the bid which will not materially affect the substance of the bid, to annul the bidding process and to reject all bids at any time prior to contract award, without incurring any liability to the affected bidder or bidders.

I/We hereby certify that we have prepared, checked and inspected these Properties.

NAME OF BIDDER : _____

SIGNATURE : _____

POSITION : _____

COMPANY / CORPORATION : _____

ADDRESS : _____

CONTACT NUMBER / FAX / EMAIL: _____

(Attach any of the following: any government issued Identification Card for Sole Proprietorship, Owner's Authorization if representing a Company or Secretary's Certification if representing a Corporation)

Notes:

- 1. In case of discrepancy between the amount in words and in figures, amount in words shall prevail.*
- 2. Bidder's bond amounting to ten percent (10%) of the bid proposal in the form of cashier's or manager's check, issued by an acceptable commercial bank shall be made in favor of Tourism Promotions Board.*

Agency : TOURISM PROMOTIONS BOARD

Place of Storage:
TPB - Unit 4 Stockroom, 4/F Legaspi Towers 300

Date:
April 16, 2019

ITEMS FOR DISPOSAL

ITEMS	QTY	UNIT	DESCRIPTION	Bid
1	2	boxes	Assorted used keyboards and used landline phones	
2	1	lot	Assorted waste from repair of motor vehicles	
3	1	lot	Assorted steel / aluminum / stainless - scrap materials	
4	1	pc	Battery - Motoral Portable Radio	
5	1	pc.	Bluetooth Adaptor (installed in MAC Computer) - 02P-539-6635	
6	3	pcs.	Boardroom Chair with High Back	
7	3	pc.	Cabinet - Planters Box	
8	1	pc.	Car Stereo	
9	1	pcs.	Carrier, 2.0HP Window Type	
10	1	pc	Cassette CD Player - Aiwa	
11	1	pc	CD writer	
12	1	pc.	Clerical Chair with arm, mesh	
13	2	pc.	Clerical chair without arm - Dark Gray	
14	1	pc.	Clerical chair without arm - Gray/Green	
15	1	pc.	Clicker	
16	2	pcs.	Coffee Table - Frame (metal)	
17	1	pc.	Coffee Table, Round	
18	1	pc.	Computer Table	
19	1	pc.	Computer Table (Expo Aichi)	
20	1	pc.	Console Long Table without glass top (metal)	
21	1	pc	CPU	
22	2	pcs.	CPU - (Expo Shanghai)	
23	2	pcs.	Desktop Computer (CPU/Monitor) - (Expo Shanghai 2010)	
24	2	pcs.	DVD RW/W External	
25	1	pc.	Executive Chair - Black	
26	1	pc.	Executive Table	
27	2	pc.	External Hardrive	
28	2	pcs.	Glass Door	
29	1	pc.	Hard Disk (installed in MAC Computer) - 02P-539-6635	
30	1	pc.	Hot & Cold Water Dispenser (Expo Zaragoza)	
31	4	pcs.	Internal Harddrive	
32	1	pc.	Junior Executive Chair with Arm - Gray	
33	1	pc.	Krupps Coffee Maker (Expo 2012)	
34	1	pc.	Laptop - Toshiba	
35	1	pcs.	MACINTOSH Desktop (Monitor/CPU)	
36	1	pc.	Micro Cassette Tape Recorder	

Agency : TOURISM PROMOTIONS BOARD

Place of Storage:
TPB - Unit 4 Stockroom, 4/F Legaspi Towers 300

Date:
April 16, 2019

ITEMS FOR DISPOSAL

ITEMS	QTY	UNIT	DESCRIPTION	Bid
37	1	pc.	Microwave - Magic	
38	1	pcs.	Nokia 6630 Handset - (Expo Aichi 2005)	
39	13	pcs.	Nokia Cellphone (keypad)	
40	4	pcs.	Nokia Cellphone (touchscreen))	
41	4	pcs.	Planters Box - Wood	
42	2	pc.	Portable Radio (Old)	
43	1	pc.	Printer - Canon Pixma iP1180 (Expo Shanghai)	
44	1	pc.	Printer - HP Laserjet 1020	
45	1	pc.	Printer HP Deskjet Adbance 4625	
46	1	pc.	Projector Screen	
47	115	pcs.	Roll Up Banners	
48	1	pc.	Rota Aire Fan	
49	1	pc.	Safe Vault	
50	3	pcs.	Stand Fan - Electric Fan	
51	1	pc	Tablet	
52	3	pcs.	UPS (Expo Shanghai)	
53	1	pc	UPS (Expo Yeosu)	
54	5	pcs.	UPS (TPB)	
55	1	pc.	Weighing Scale	
56	16	pcs.	Portable radio (Old)	
57	1	pcs.	TV Monitor - Expo 2005	
58	1	pcs.	Typewriter - Brother - GX-6750 - Expo Zaragoza	
59	1	pcs.	UPS - APC - ES500	
60	4	pcs.	Portable Radio - Korea	
61	1	pcs.	Fax Machine - Expo 2005	
62	1	pcs.	Printer - HP PSC 1610	
63	1	pcs.	HP Laserjet - P1006	
64	12	pcs.	Portable Radio	
65	1	pcs.	Radio Base	