

**Office of the President  
of the Philippines  
Malacañang**

**Disposal Committee (OPDC)**

**PUBLIC BIDDING FOR  
UNSERVICABLE OP  
PROPERTIES**

**19 February 2016, Friday, 2:00 p.m.**

**Bids and Awards Committee Conference Room  
Mezzanine Floor, Mabini Hall**

# INVITATION TO BID

1. The floor price of said unserviceable properties is One Hundred Forty-Two Thousand Three Hundred Five Pesos (Php142,305.00). No bid shall be allowed lower than the said floor price.
2. Upon payment of a non-refundable Bid Fee of Five Hundred Pesos (Php500.00) at the OP Cashiering Division, interested bidders may get the bid documents, view and inspect the unserviceable properties at AMO, with office address at 227 Filomena Bldg, San Rafael St., San Miguel, Malacañang, Manila and telephone number 7844286 local 4557, from 09 to 17 February 2016 (except Saturdays, Sundays, and Holidays), between 9:00 a.m. and 4:00 p.m.

# INVITATION TO BID (ITB)

3. Sealed bids will be received at AMO on or before 12:00 noon of 19 February 2016, Friday. The bidder (company owner) shall enclose in a sealed envelope the following:
  - Fully-accomplished Bid Form
  - Minimum bond equivalent to ten percent (10%) or more of the bid in the form of cash or manager's check issued by a reputable bank payable to the Office of the President, Malacañang
  - Photocopy of the company's latest Mayor's Permit
  - Photocopy of the company's latest Income Tax Return, stamped "received by BIR or its duly accredited and authorized institutions"
  - Latest duly notarized Special Power of Attorney (in case the duly authorized company representative is attending the public bidding).
4. The bid shall be declared void if it does not comply with the abovementioned requirements. Prior to the issuance of the Notice of Award, the winning bidder shall present the original copy of the foregoing documents for validation.

# INVITATION TO BID

5. Opening of bids will be held on the same day, 19 February 2016, at exactly 2:00 p.m. at the Bids and Awards Committee Conference Room, Mezzanine Floor, Mabini Hall.
6. The bond will be returned to the non-winning bidder/s right after the award.
7. The ten percent (10%) bond shall be forfeited if the full price is not paid by the winning bidder within the prescribed period stated in the Notice of Award.
8. Upon payment of the full price, the winning bidder shall be the recipient of the unserviceable properties and is required to haul the same within seven (7) working days. Bidder who has environment-friendly facilities and manner of recycling/disposal will be preferred.
9. This ITB will be posted in at least three (3) public places in the locality and at the OP Intranet and Website. The OPDC reserves the right to reject any or all of the bids with or without cause, to annul the bidding process, to waive any defect in them and to award the bidder whose bid is the most advantageous to the government.