



**SUGAR REGULATORY ADMINISTRATION
ASSET MANAGEMENT AND DISPOSAL COMMITTEE**

INVITATION TO BID
(AMDC-ITBid No. 2021-12-002)

The Sugar Regulatory Administration (SRA) hereby invites interested parties to participate in the sealed public bidding for the disposal on a per lot and "as is, where is" basis, of unserviceable properties as indicated below:

ITEM NO.	QUANTITY	ITEM DESCRIPTION AND LOCATION	MINIMUM BID PRICE
1	One (1) Lot	Various unserviceable properties (copiers and printers) located at the 5 th floor, SRA Main Building, North Avenue, Diliman, Quezon City	₱ 14,976.00

The unserviceable properties for sale are available for inspection/viewing from **December 20, 2021** until **January 3, 2022** during official working hours (8:00 A.M. - 4:00 P.M.). For more information, please call Mr. Jay E. Dizon, OIC, Property and Procurement Section at telephone no. 8929-6136.

The bid must be submitted in three (3) copies using the company's/firm's or personal letterhead (see attached Annex A), to the AMDC Secretariat, 2nd Floor, SRA Annex Building, in a sealed envelope, signed on the flap and marked as follows:

TO: **ATTY BRANDO D. NOROÑA**
Chairperson, Asset Management & Disposal Committee
Sugar Regulatory Administration
2nd Floor, Annex Building, North Avenue, Diliman, Quezon City

FROM: <NAME OF BIDDER/AUTHORIZED REPRESENTATIVE>
<COMPANY NAME>
<COMPANY ADDRESS>

RE: **AMDC-ITBid No. 2021-12-002**

A bid bond equivalent to ten percent (10%) of the minimum bid price in the form of cash, manager's check, or cashier's check, must be submitted and placed inside the sealed envelope, together with the bid. The AMDC shall not be responsible for any tampering of bids that were not sealed.

Deadline of submission of bids is on **January 4, 2022 at 10:00 A.M.**

Highest bidder shall pay the bid bond to the cashier after award. The bid bond of non-winning bidders shall be returned outright.

Modification/withdrawal of bids shall not be allowed after the deadline of submission of bids.

Invitation to Bid no. AMDC-ITBid-2021-12-002



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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 AMDC prior to the deadline of submission of bids.

Opening of bids is on **January 4, 2022, 10:15 AM** at the **SRA Social Hall, Sugar Regulatory Administration, North Avenue, Diliman, Quezon City**. Bids will be opened in the presence of all the bidders or their duly designated representatives and the COA representative.

Bid offer/s shall be valid for **sixty (60) calendar days**.

The award shall be made to the highest bidder. In case of a tie, the AMDC will resort to non-discretionary criteria (toss coin or draw lots) to determine the winning bidder. If the winning bidder refuses to accept the award, the next highest bidder shall be awarded the bid.

One-time payment in the form of cash, cashier's check or manager's check shall be made **within five (5) calendar days** from the date of receipt of the Notice of Award.

The winning bidder shall be given **seven (7) calendar days** from the full payment of the bid price, to pick-up and haul the properties during official working hours (8:00 A.M. - 4:00 P.M.). Expenses incidental to the pick-up/hauling of the property shall be borne by the winning bidder.

The bid bond shall be forfeited in favor of the SRA if the winning bidder refuses to accept the award and in case the winning bidder fails to make the payment within the prescribed period

Failure of bidding shall be declared if prospective bidders are declared ineligible, no bids are received, all bids fail to comply with the bid requirements, all bids is below the floor price, the winning bidder refuses to accept the award or the winning bidders fails to make the payment as required.

The SRA-Asset Management and Disposal Committee reserves the right to reject any or all bids and to annul the bidding process any time prior to the award of contract, without hereby incurring any liability to the affected bidder or bidders or any obligation to inform affected bidder or bidders of the grounds for the SRA's actions.

Let copies of this Invitation be posted to at least three (3) conspicuous areas within the Sugar Regulatory Administration and outside of SRA, and be advertised in the SRA website for five (5) consecutive days to invite qualified bidders.


ATTY. BRANDITO D. NOROÑA

Chairperson, Asset Management & Disposal Committee