



REPUBLIC OF THE PHILIPPINES
Sandiganbayan
Quezon City

APPROVED FOR POSTING

MA. TERESA S. PABULAYAN
Executive Clerk of Court IV

DISPOSAL AND INVENTORY COMMITTEE

INVITATION TO BID

FOR THE DISPOSAL/SALE OF UNSERVICEABLE I.T. EQUIPMENT, OFFICE EQUIPMENT AND VARIOUS TIRES "AS IS, WHERE IS"

The Sandiganbayan through its Disposal and Inventory Committee invites interested parties to apply for eligibility and to bid for the disposal of the unserviceable properties, as listed below:

	PARTICULARS	MINIMUM BID PRICE
1 LOT	62 units Computer Monitor; 57 units Computer CPU; 45 units Printer; 4 units Calculator; 19 units Chair; 7 units Electric Airpot; 8 units Electric Fan; 2 pieces Wall Clock; 26 units Electric Typewriter; 12 units Manual Typewriter; 4 units Photocopying Machine; 4 units Fax Machine; 1 unit Computer Table; 1 unit Filing Cabinet; 1 unit Heavy Duty Stapler; 1 piece Metal Detector; 1 unit Photo Laminator; 1 unit Binding Machine; 1 unit Flatbed Scanner; 1 unit VHS Player/Recorder; 1 unit ID Printer; 43 pieces various vehicle tires	PhP 13,462.00

Prospective bidders, in order to pre-qualify, must submit the following documents to the **Office of the Executive Clerk of Court IV, Ground Floor, between 8:00am to 4:00pm:**

1. Mayor's Permit for 2018
2. DTI Registration
3. BIR Certificate of Registration
4. Barangay Clearance

The submission of the above documents (including inspection of the items) is on or before **May 25, 2018 (Friday) at 12:00 noon.**

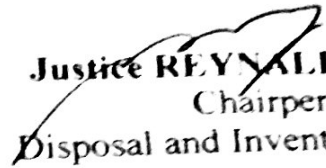
Additional information and request for inspection may be obtained from Mr. Panchito C. Alavaren, Jr., Supply Officer III, at the above-mentioned address or call Tel. Nos. 951-4599 or 951-4514.

The sealed bid shall be accompanied by Bidder's Bond in the amount equivalent to at least ten (10%) percent of the total lot bid offer/s in form of cash or manager's/cashier's check and shall be submitted to the Sandiganbayan Disposal and Inventory Committee Member, **Atty. Ma. Teresa S. Pabulayan, Executive Clerk of Court IV**, not later than **1:30 p.m. on May 25, 2018 (Friday)**. Opening of bids will immediately follow at the Conference Room of the Administrative Division at **2 p.m.**, in the presence of the bidder's representatives. No bids shall be accepted earlier than said date.

The foregoing properties may be inspected anytime during office hours.

The Committee on Bids reserves the right to: 1) reject any or all bids; 2) waive defects or informalities therein; 3) or accept any bid which the members of the Committee consider to be the most advantageous and beneficial to the government.

April 17, 2018


Justice REYNALDO P. CRUZ
Chairperson
Disposal and Inventory Committee

Republic of the Philippines
Sandiganbayan
Quezon City

DISPOSAL AND INVENTORY COMMITTEE

TERMS AND CONDITIONS

1. The bidding is open to the public except members of the Committee on Bids and its Secretariat and their relatives within the third civil degree of consanguinity or affinity.
2. Sealed bids shall be for all the items described in the Invitation to Bid on an "AS IS, WHERE IS" and "CASH and CARRY" basis.
3. Sealed bids for the lot must not be lower than the minimum bid prices as indicated in the Invitation to Bid.
4. Sealed bids must be accompanied by a cash **bidder's bond**, likewise sealed, equivalent to Ten Percent **10%** of the total bid price. The bidders bond of the winning bidders will be forfeited in favor of the government as liquidated damages upon failure to pay the approved bid prices within five (5) calendar days after formal notice. The bidders bond of the first three (3) highest bidders will be retained until the sale is consummated.
5. In the presence of participating bidders, and the COA Auditor or her representative, the Committee on Bids, at the time and date stated in the Invitation to Bid, shall open all sealed bids submitted, and thereafter, submit its report and recommendation to the Presiding Justice for approval.
6. The winning bidder shall, after paying the approved bid price/s with the Court Cashier, remove/haul the subject I.T. Equipment, Office Equipment and various tires, from the Court premises within five (5) calendar days and shall shoulder all expenses relative thereto.
7. The Committee on Bids reserves the right to; 1) reject any or all bids; 2) waive defects or informalities therein; 3) or accept any bid/s officer/s which it may consider to be most advantageous and beneficial to the government.

April 17, 2018


Justice **REYNALDO P. CRUZ**
Chairperson
Disposal and Inventory Committee

Republic of the Philippines
Sandiganbayan
Quezon City

DISPOSAL AND INVENTORY COMMITTEE

BID FORM

I, whose name, address telephone number and signature appear hereunder submit my firm offer to the following items listed below:

	PARTICULARS	MINIMUM BID PRICE
1 LOT	62 units Computer Monitor; 57 units Computer CPU; 45 units Printer; 4 units Calculator; 19 units Chair; 7 units Electric Airpot; 8 units Electric Fan; 2 pieces Wall Clock; 26 units Electric Typewriter; 12 units Manual Typewriter; 4 units Photocopying Machine; 4 units Fax Machine; 1 unit Computer Table; 1 unit Filing Cabinet; 1 unit Heavy Duty Stapler; 1 piece Metal Detector; 1 unit Photo Laminator; 1 unit Binding Machine; 1 unit Flatbed Scanner; 1 unit VHS Player/Recorder; 1 unit ID Printer; 43 pieces various vehicle tires	Php 13,462.00

I hereby certify that I have carefully read the terms and conditions of this disposal and agree to abide by the same.

NAME : _____

ADDRESS/OFFICE : _____

TEL. NO. : _____

SIGNATURE : _____

BIDDER'S BOND : _____

BID PRICE : _____