



FDA-INVENTORY & DISPOSAL COMMITTEE

**INVITATION TO BID (ITB) NO. 2022-012-01
FOR NEGOTIATED SALE/AUCTION – ONE (1) LOT
FDA UNSERVICEABLE AND/OR OBSOLETE PLANT, PROPERTY AND
EQUIPMENT (PPE) AS PER APPROVED CY 2018 & 2022 IIRUP & WASTE
MATERIAL REPORT**

12 December 2022

The Food and Drug Administration (FDA) through its Inventory and Disposal Committee (IDC) hereby invites all interested parties to participate in the Public Bidding/Auction of the FDA Unserviceable/Obsolete Plant, Property and Equipment (PPE) as indicated below:

PPE Category (15k above) Unserviceable PPE as per IIRUP 2022	Qty.	1st & 2nd Bidding/Auction Floor Price	Negotiated Minimum Bid Price As per Reappraised Value= Junk Value Market Study
Information, Communication and Technology (ICT)	143	1 LOT = PhP 534,917.73	JUNK = Unserviceable PPEs obsolete and beyond economic repair or cannot be repaired or reconditioned; Appraised Value = Junk Value or prevailing price of Scrap as per Market Study 1 LOT = PhP 75,000.00
Technical and Scientific Equipment (TSE)	44		
Communication Equipment	1		
Office Equipment (OE)	4		
<i>Subtotal</i>	<i>192</i>		
PPE Category (15k below) Unserviceable PPE as per RMR 2022	Qty.	1st & 2nd Bidding/Auction Floor Price	
Information, Communication and Technology (ICT)	51	1 LOT = PhP 3,000.00	
Technical and Scientific Equipment (TSE)	15		
Communication Equipment	2		
Office Equipment (OE)	12		
<i>Subtotal</i>	<i>80</i>		
PPE Category (15k above) Unserviceable PPE – IIRUP 2018	Qty.	Floor Price	
Information, Communication and Technology (ICT)	29	1 LOT = PhP 42,008.11	
Office Equipment (OE)	16		
<i>Subtotal</i>	<i>45</i>		
TOTAL	317	PhP 579,925.84	



Interested buyers, who complied with the General requirement for Eligible Bidders, shall bid for the FDA Unserviceable/Obsolete PPEs per LINE ITEM with the corresponding floor price.

Submit the duly accomplished NEGOTIATED SALE OFFER TO PURCHASE FORM, including the 10% bidder/offeror's bond, on or before 19 December 2022, Friday, 9A.M. Place your proposals in a sealed envelope with the **ITB No. 2022-012-01** above, your name, address and contact numbers. Unsigned proposals, and proposals below the floor price of each lot shall be automatically rejected at bid opening.

For more details, please see attached **Instruction to Bidders (ITB)** or contact the IDC Secretariat, Ms. Susy I. Paulin, at FDA-GSD Direct Line 8815-95-97 and/or FDA Trunkline Tel. Nos. 8857-1900 local 1081.



MANUEL G. GUEVARA

Chairperson, FDA Inventory and Disposal Committee



Date: _____

NEGOTIATED OFFER TO PURCHASE

FDA Inventory and Disposal Committee
Food and Drug Administration
Alabang, Muntinlupa City

Dear Sir & Madames:

This is submit my/our offer to purchase the following Food and Drug Administration (FDA) unserviceable and obsolete property/ies on an “AS IS, WHERE IS” Basis:

1. Invitation to Bidders (ITB) – Negotiated Sale No. 2022-012-01 has been prepared to wit:

<i>PPE Category (15k above)</i> Unserviceable PPE as per IIRUP 2022	<i>Qty.</i>	<i>1st & 2nd Bidding/Auction Floor Price</i>	<i>Negotiated Minimum Bid Price</i>	<i>Negotiatd Offer To Purchase</i>
Information, Communication and Technology (ICT)	143	1 LOT = PhP 534,917.73	1 LOT = PhP 75,000.00	JUNK = Unserviceable PPEs obsolete and beyond economic repair or cannot be repaired or reconditioned; Appraised Value = Junk Value or prevailing price of Scrap as per Market Study
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<i>PPE Category (15k above)</i> Unserviceable PPE – IIRUP 2018	<i>Qty.</i>	<i>Floor Price</i>		PhP _____
Information, Communication and Technology (ICT)	29	1 LOT = PhP 42,008.11		
Office Equipment (OE)	16			
<i>Subtotal</i>	<i>45</i>			
TOTAL	317	PhP 579,925.84		



With this offer, I/we bind myself/ourselves to comply with the attached FDA Negotiated Sale Rules and Procedures which I/we have read, fully comprehend and signed on each and every page.

Upon approval of my/our offer to purchase, the deposit or bond shall form part of the purchase price and the balance shall be paid in accordance with the terms and conditions specified in the Notice of Approval.

My/Our failure to pursue the sale or comply with the conditions of the accepted and approved offer to purchase would mean forfeiture of the deposit in favor of the FDA in accordance with Item__ of the Negotiated Sale Rules and Procedures.

Should my/our offer be disapproved, I/we am/are entitled to the return of the deposit tendered, without interest, through credit to my/our CA/SA account indicated in the attached Authority to Credit Bank Account Form.

Very Truly Yours,

OWNER/AUTHORIZED REPRESENTATIVE'S
SIGNATURE OVER PRINTED NAME

COMPANY NAME

Address and Contact No. & Email Address

Government Issued ID No. / TIN No.



**Inventory & Disposal Committee (IDC)
NEGOTIATED SALE
TERMS OF REFERENCE & RULES AND PROCEDURES
(Attachment To Negotiated Offer To Purchase Form)**

**PUBLIC AUCTION OF ONE (1) LOT OF FDA UNSERVICEABLE AND OBSOLETE PPEs AS
PER APPROVED CY 2018 & 2022 IIRUP AND 2022 WASTE MATERIAL REPORT**

I. GENERAL PROVISIONS

1. The FDA unserviceable and/or obsolete PPE shall be sold on an “AS IS, WHERE-IS, CLEAN-UP ALL MUST GO” basis on all items of One (1) Lot FDA Unserviceable and/or Obsolete PPE as per approved CY 2022 IIRUP, Report of Waste material and CY 2018 IIRUP to wit:

PPE Category (15k above) Unserviceable PPE as per IIRUP 2022	Qty.	1st & 2nd Bidding/Auction on Floor Price	Negotiated Minimum Bid Price As per Reappraised Value= Junk Value = Market Study
Information, Communication and Technology (ICT)	143	1 LOT = PhP 534,917.73	JUNK = Unserviceable PPEs obsolete and beyond economic repair or cannot be repaired or reconditioned; Appraised Value = Junk Value or prevailing price of Scrap as per Market Study 1 LOT = PhP 75,000.00
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2. It is, thus, incumbent upon the other offeror to make the necessary investigation, inspection, and verification of the said items for sale to ascertain its actual condition before making the offer.
3. The buyer shall be responsible at his own expense for the cost of hauling, transportation and securing the permit from the Filinvest Corporation and other incidental expenses related hereto;
4. Offers to purchase FDA unserviceable and/or obsolete PPEs are subject to the approval of the Inventory and Disposal Committee (IDC).

II. PUBLICATION

1. These selling price of the unserviceable and/or obsolete PPEs available for negotiated sale shall be published at FDA Website and 3 conspicuous places in Muntinlupa City;
2. The publication is on December 12 to 19 (until 9am), 2022;
3. Viewing and/or Inspection period is on December 12-19 (until 9am) 2022 during office hours (8am-5pm).

III. TERM OF NEGOTIATED SALE

1. The basic terms and conditions of the negotiated sale are as follows:

ITEM NO.		PAYMENT	DATE
1.1	BIDDER'S BOND	At least 10% of the negotiated sale price	On the day of Opening of Bid.
1.2	SELLING PRICE	HIGHEST OFFER PRICE THAN Php75,000 MINIMUM OFFER PRICE	Full payment shall be made within ten (10) calendar days from the date of receipt of Notice of Award.

2. The Negotiated Offer to Purchase Form shall be accompanied by a bidder's bond in a form of cash or manager's or cashier's check payable to the "FOOD AND DRUG ADMINISTRATION" in an amount equivalent to 10% of the minimum floor price (inclusive of 12% vat), as guarantee that the successful bidder shall, within ten (10)

working days from release of the Release Order, withdraw the unserviceable PPEs from FDA premises;

IV. SUBMISSION AND ACCEPTANCE OF OFFERS

1. Submission of the Negotiated Sale Offer, which is placed in the sealed envelope and addressed to the FDA INVENTORY AND DISPOSAL COMMITTEE with GSD New Building, FDA Main/Central Office, Alabang, Muntinlupa City, is from December 12-19, 2022, until 9am, and subject for evaluation to determine the best and highest offer by the IDC;
2. Opening of Negotiated Sale Offer shall be on 19 December 2022, 9:30am, at GSD Office, GSD New Building, FDA Main or Central Office, Alabang, Muntinlupa City;
3. A Offeror may be allowed to withdraw his tender before the Opening of Bids/Offer, and shall be returned unopened; After the Opening of Bids/Offer, no bidder shall be allowed to withdraw his offer;
4. No bids/offer shall be accepted after the deadline; Late bids shall not be honored and shall be automatically disqualified;
5. Bid Bond of Non-winning bidders/offerors shall be returned immediately after the winning bidder/offeror has been determined;
6. Award shall be given to the highest complying bidder and whose bid/offer is not lower than the minimum negotiated sale or floor price as indicated in the Negotiated Sale Offer to Purchase Form (reappraised value=junk value=result of market study as determined by the IDC);
7. Should there be two or more bidders who submit the same bid/offer price for the bidden item/s, the IDC and/or authority reserves the right to make the award to the most advantageous/complying bid/offer;
8. Upon determination of the Awardee, the bid/offer bond shall be considered as partial payment and the difference between such payment and the offer bid price shall be paid in form of cash, cashier's or manager's check of a reputable bank within the area where the bidding was held. Full payment shall be made within ten (10) calendar days from the receipt of the Notice of Award (NOA);
9. The winning bidder is required to remove the items awarded to him/her within ten (10) calendar days after the receipt of the Release Order; otherwise, a storage fee in the amount equivalent to 1% of the total unwithdrawn items or Five Hundred Pesos (PhP500.00) whichever is higher shall be charged against him per day of delay;

10. Should the winning bidder/offeror fail to pay the full amount of the bid price within ten (10) calendar days from the receipt of the NOA, the same shall be deemed cancelled and rendered ineffective and the 10% bond deposit forfeited in favor of the Agency;
11. No transfer or Deed of Assignment of the Award shall be honored by the Agency. Awardee or his authorized representative is required to personally pay, withdraw and/or request for extension of withdrawal of the awarded item/s, if warranted;
12. Withdrawal of the bid item/s shall be made only during official working hours;
13. The buyer of disposable PPEs shall pay, in addition to the purchase price, any taxes, custom duties, cost of charges of any kind or nature whatsoever levied in connection with the sale of the said item/s. All expenses incidental to the withdrawal of the PPEs shall be borne by the awardee;
14. The FDA reserves the right to reject any or all bids/offers, to waive any defect in the bid/offers received and to accept such bid/offer which is most advantageous to the Agency.



MANUEL G. GUEVARA, MPA

Chief Administrative Officer, AFS-GSD
& Chairperson, Inventory & Disposal Committee

Date: _____