

INVITATION TO BID
Disposal of Various Unserviceable Motor Vehicles
ITB No. CDC-2023-02-01

The Cagayan Economic Zone Authority (CEZA) through its Property Disposal and Awards Committee now invites all interested parties to participate in the sale of property through sealed public bidding per line item for the disposal of unserviceable motor vehicles on “as-is-where-is” basis, to wit:

Line Item No.	Particulars	Floor Price	Location
1	Nissan Caravan 1995 SFA 918 White, Ambulance	16,280.40	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
2	Nissan Caravan 1997 SGA 178 White, Ambulance	16,280.40	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
3	Hyundai Starex 1998 SJS 719	26,206.15	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
4	Hyundai Starex 2001 SJS 708	27,727.80	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
5	Hyundai Starex 2002 SJS 718	27,727.80	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
6	Mitsubishi Pajero 2000 BDR 554	31,432.15	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
7	Nissan Terrano 1996 SGJ 164 Red	36,357.74	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
8	Isuzu Giga 1990 SFY 421 Dumptruck	92,159.25	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
9	Honda Wave100 2008 BE 5233	6,258.79	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
10	Nissan Truck 1988 ZLH 480 Firetruck	47,642.50	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
11	Mitsubishi L300 2002 SGJ 648	67,616.72	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
12	Honda Wave100 2004 SJ 4977	6,128.60	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514
13	Kawasaki KMX 125 1999 SJ 9049	9,061.96	CEZA Complex, Centro, Santa Ana, Cagayan, Philippines, 3514

Interested bidders may inspect the unserviceable properties located at the CEZA Complex, Centro, Santa Ana, Cagayan during regular working days from **August 14-29, 2023, 8:00 AM to 5:00 PM.**

Bidding will be conducted through sealed public bidding procedures using a non-discretionary “*pass/fail*” criterion.

A non-refundable bid fee of 500.00 shall be paid to the CEZA cashier. Upon payment of the bid fee, interested bidders may secure a Bid Form from the Property Disposal and Awards Committee Secretariat at the given address below.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

The CEZA will hold a prebid-conference on August 17, 2023, 10:00 AM at the given address below and through video conferencing via Zoom (link shall be provided in the CEZA official website before the scheduled conference), which shall be open to prospective bidders.

Sealed Bids must be duly received by the Property Disposal and Awards Committee Secretariat through manual submission at the office address indicated below, on or before August 29, 2023, 12:00 PM. Late bids shall not be accepted.

Bid opening shall be on August 29, 2023, 1:00 PM at the given address below and via through video conferencing via Zoom (link shall be provided in the CEZA official website before the scheduled conference). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

All Bids must be accompanied by a bid bond amounting to at least ten (10) % of the minimum bid price of the item to be bid set by CEZA in the form of cash, manager's check or cashier's check acquired from a reputable bank.

The CEZA reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award without incurring any liability to the affected bidder or bidders.

For further information, please refer to:

FELIX LAUDHEMIR A. FERIA

Cagayan Economic Zone Authority

10F Greenfield Tower, Mayflower and Williams Streets, Highway Hills, Mandaluyong City Metro Manila, Philippines, 1550

Email Address: logistics@ceza.gov.ph

Phone No.: (02) 8291-6704 to 6708 local 362

Website: <https://www.ceza.gov.ph>

August 14, 2023

PERLA C. TUMALIUAN

Chairperson

Property Disposal and Awards Committee

TERMS AND CONDITIONS
Disposal of Various Unserviceable Motor Vehicles
ITB No. CDC-2023-02-01

I. Mode of Disposal

The Disposal shall be through Sale of Property – Sealed Public Bidding per line item in as “as-is-where-is” basis to be undertaken by the Cagayan Economic Zone Authority (CEZA).

II. Publication of Invitation to Bid

The Invitation to Bid shall be published in a newspaper of general circulation, CEZA official website and CEZA bulletin boards.

III. Who may Participate in Public Bidding

Any person, partnership or corporation complying with the prescribed rules and regulations may participate in the sale by public bidding.

IV. Accomplishment and Submission of Bids

Interested bidders are required to submit the following:

1. For individual bidders:

- Current Residence Certificate
- Tax Identification Number
- Income Tax Return for CY 2022
- Affidavit of undertaking

2. For organization bidders:

- Valid and current Mayor’s Business Permit
- Income tax return for CY 2022
- Affidavit of Undertaking

Any qualified bidder shall accomplish his Bid Tender, clearly indicating the following, among others;

1. The description of the items/lots with the corresponding bid offer clearly indicated in figures and in words
2. The name and signature of the bidder
3. The business or residence address of the bidder
4. The business license number or Residence Certificate number of the bidder

5. Terms and conditions offered regarding bidders' bond, payment, default and delivery

A bidder shall accomplish One (1) sealed envelope marked with the name of the bidder, project title and addressed to the Property Disposal and Awards Committee Chairperson, containing the following:

- a. Three (3) sealed envelope containing the original copy of the Accomplished Bid Forms along with the certified true copies of the applicable above-stated requirements; and
- b. One (1) sealed envelope containing the Bid bond.

Erasures or interlineations should be avoided or duly initiated by the bidder.

V. Bid Bond

Bid bond per line item which shall accompany the bid tender or is presented at the time of the opening of bids, shall be required from each bidder and should be at least 10% of the bid offer.

Bid bonds should be in the form of cash, manager's check, or cashier's check acquired from a reputable bank.

VI. Defective Bids

Bids that are not in prescribed form (e.g., unsigned bids) and/or those not accompanied or guaranteed by bid bonds at the time of opening bids are considered defective bids.

Defective bids are automatically disqualified. However, exceptional cases may occur where a defective bid may be favourably considered by the Property Disposal and Awards Committee. The defective bid may then be rectified in the presence of the bidders and members of the Property Disposal and Awards Committee.

VII. Withdrawal of Bids

1. A bidder may be allowed to withdraw a bid tender before the time of opening of the bids. His bid shall be returned unopened.
2. After the opening of the bids, no bidder shall be allowed to withdraw his offer unless the following conditions are met:
 - There is a mistake in the offer.
 - The mistake refers to the object or principal conditions of the proposal.
 - The reason for such mistake must be conclusive and convincing.

VIII. Opening of Bids

All bids shall be opened at the time, date and place set in the invitation to bid under the direction of the Property Disposal and Awards Committee and in the presence of the COA Auditor. Bidders or their duly authorized representatives may witness the proceedings.

The bid tender shall be signed by the members of the Property Disposal and Awards Committee immediately after it is opened and announced in order to confirm compliance with the requirements of the bidding.

The bid tenders are filed for safekeeping by the Secretariat of the Property Disposal and Awards Committee.

IX. Awarding of Bids

1. Award shall be given to the highest complying bidder.
2. When two or more complying bidders made identical offers, public auction viva voce between those who made identical bids shall be resorted to at a price not less than the offered bids.
3. Awarding of bids should be done immediately after the opening of bids, if practicable. Bid Bonds of losing bidders shall be returned immediately after the announcement of the winning bidder.
4. In case of determent of award, a temporary receipt shall be issued by the agency to acknowledge submission of bid tenders. Once the Property Disposal and Awards Committee completes its deliberations and determines the winning bidder, bid bonds of losing bidders shall be returned upon presentation of the receipt immediately after awarding of the winning bidder. Determent of award shall not exceed five (5) working days from date of opening of bids.

X. Payment

1. Upon determination of the awardees, the bid bond shall be considered as partial payment and the difference between such payment and the offered bid price shall be paid in the form of cash, cashier's check or manager's check of a reputable bank within the area where the bidding was held. Full payment shall be made within five (5) working days from the date of the notice of award.
2. In case of failure of full payment within the prescribed period, the awardee may be penalized through cancellation of the award and forfeiture of the bid bond in favor of CEZA.

XI. Claiming of Award

1. Claims shall be made only by the awardee, after the bid price is fully paid as evidenced by an official receipt. It shall be effected in the presence of the reporting accountable officer or his duly authorized representative and witnessed by the Property Disposal and Awards Committee.

2. The property officer of the owning agency shall accomplish a tally-out sheet as evidence of actual delivery. The tally-out sheet shall be signed by authorized agency official and the buyer acknowledging receipt of the items.
3. Claims shall be made only during government working hours.
4. Claims shall be made within the period fixed by the Property Disposal and Awards Committee but not more than 30 days after awarding. Failure on the part of the awardee to claim the property within the stipulated period, shall have the effect of cancellation of the award/contract. The Awardee shall then be charged storage fees and other incidental fees/costs or damages. i.e., costs incurred in the conduct of another public bidding or negotiation. if the property remains unclaimed over a prolonged period of time, ownership of the contracted/awarded property shall automatically revert to the government. The government shall then have the right to dispose the property through whatever manner the Property Disposal and Awards Committee deems most advantageous to the government.

XII. Taxes, Customs Duties, Costs or Charges

The buyer of disposable property shall pay, in addition to the purchase price, any taxes, customs duties, costs or charges of any kind or nature whatsoever levied, or to be levied in connection with the sale of property. All expense incidental to the withdrawal of the property shall be borne by the awardee.

SCHEDULE OF ACTIVITIES
Disposal of Various Unserviceable Motor Vehicles
ITB No. CDC-2023-02-01

	Activity	Date
1	Posting of Advertisement	August 14, 2023
2	Payment of a non-refundable bid fee	August 14-29, 2023
3	Pre-bid conference	August 17, 2023
4	Pre-inspection of unserviceable motor vehicles	August 17-24, 2023
5	Deadline of Submission of Sealed Bids	August 29, 2023
6	Opening of Sealed Bids	August 29, 2023
7	Evaluation of and Recommendation	August 30, 2023
8	Approval and Issuance of Notice to Award	August 31 – September 6, 2023
9	Payment and claiming of unserviceable motor vehicles by the winning bidder	September 7-13, 2023

It is understood that CEZA reserves the right to accept or reject any 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/s.

All communications should be addressed to the CEZA Property Disposal and Awards Committee, 10F Greenfield Tower, Mayflower and Williams Sts., Highway Hills, Mandaluyong City, Metro Manila, Philippines.

PERLA C. TUMALIUAN
 Chairperson
 Property Disposal and Awards Committee

BID FORM
Disposal of Various Unserviceable Motor Vehicles
ITB No. CDC-2023-02-01

The Cagayan Economic Zone Authority (CEZA) Property Disposal and Awards Committee:

Submitted herewith is my bid proposal in response to CEZA ITB No. CDC-2023-02-01 dated August __, 2023.

Line Item No.	Particulars	Floor Price	Bid Price
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2	Nissan Caravan 1997 SGA 178 White, Ambulance	16,280.40	
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It is understood that CEZA reserves the right to accept or reject any 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/s.,

I have read and fully understood the terms and conditions.

Very truly yours,

Signature

Printed Name:

TAX ID No. (TIN):

Address:

Tel./Mobile No.:

AFFIDAVIT OF UNDERTAKING

I, _____, of legal age, Filipino, and a resident of _____, after being duly sworn to, under oath and in accordance with law, do hereby depose and state that:

1. I fully understood the Terms and Conditions of the bidding;
2. I will abide by the relevant auditing, accounting and policies and rules on disposal;
3. I, if declared winner, will take out items completely starting _____ to _____;
4. I will forfeit my right to claim for failure to do so without need of further notice;
5. I had not offered any monetary or non-monetary consideration or favor to any Cagayan Economic Zone Authority (CEZA) employee or CEZA Property Disposal and Awards Committee member.

IN WITNESS WHEREOF, I hereunto affix my signature this _____ day of _____ 20____, at _____.

Affiant

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2020 at _____, affiant having exhibited to me her _____ with nos. _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of 20____.