



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
 Regional Field Office No. 1  
 Aguila Road, Sevilla, City of San Fernando, La Union  
 Telephone No. (072) 242 1045/1046



**INVITATION TO BID**  
 (DC-ITBid NO. 2024-02)  
 Date: June 3, 2024

**SALE OF UNSERVICEABLE ASSORTED AGRICULTURAL EQUIPMENT, OFFICE EQUIPMENT AND DEVICES OF DA RFOI ON "AS-IS-WHERE-IS" BASIS**

I. The Department of Agriculture Regional Office No. 1 (DA RFO 1) through the Disposal Committee (DC) invites all interested bidders to submit bids for the following:

Description	Location	Weight (kg)	Price Per Kg	Total Government Selling Price (PHP)
<b>LOT 1</b> Assorted Agricultural Equipment, Office Equipment and Device of DA RFO I, ILIARC, Bacnotan La Union	ILIARC Bacnotan	2,080	11.00	<b>22,880.00</b>
<b>LOT 2</b> Assorted Agricultural Equipment, Office Equipment and Device of DA RFO I, PREC-Sta Barbara, PREC Sual, SBBC, RADDL, RCPC, Soil Lab. Sta Barbara, Pangasinan	ILIARC Bacnotan	592	16.00	<b>9,472.00</b>
<b>Lot 3</b> Assorted Agricultural Equipment, Office Equipment and Devices of DA RFO I, INREC-Batac, INREC-Dingras, Ilocos Norte	Ilocos Norte	2,045	15.00	<b>30,675.00</b>
<b>TOTAL</b>				<b>63,027.00</b>

- II. Submit proposal printed in company's/firm's or personal letterhead with bidder's name, signature, company name (if any), address and contact number. **The submission of sealed bids shall be** at the Office of the General Services Section of DA RFO I, City of San Fernando La Union on **June 21, 2024 at 10:30 AM.**
- III. Bid bond amounting to **10% of the Government Selling Price or Lot 1 (PhP 2,288.00), Lot 2 (PhP 947.20) and Lot 3 (PhP 3,067.50) in the form of Cash or Manager's Check** shall be placed together with the bid proposal in a sealed envelope.
- IV. Unsigned proposals, proposals below the floor price and without the corresponding bid bond shall be disqualified.
- V. Bid offer that should be indicated in the bid form should be the **Total Bid Amount;** non-compliance of which shall be disqualified.

VI. Erasures or Alteration should be avoided or duly initialled by the bidder.

VII. **Opening of bids** will be held on the same day, **June 21, 2024, (11:00 AM)** at the 3<sup>rd</sup> Floor Conference room of DA RFOI, City of San Fernando La Union.

VIII. **Prospective bidders shall conform to the following TERMS AND CONDITIONS:**

1. At the date of the submission of bids, all bidders shall register their names and addresses at the logbook and drop the sealed envelope containing the bid proposal together with the bid bond. The bidder's bond must at least equivalent to ten percent (10%) of the Government Selling Price (GSP) as indicated above in the form of cash or manager's check issued by a reputable bank payable to the DA RFO 1;
2. Bids received shall be opened on exact time and date as prescribed in the Invitation to Bid. Abstract of bid shall be prepared wherein the highest bid offered shall be the winning bid provided that the amount shall be higher or equal to the Government Selling Price (GSP);
3. Immediately after the winning bidder has been declared by the Committee, the winning bidder's bid bond shall be considered as partial payment for the bid and the difference in the amount between the bid and the bid bond shall be paid in the form of cash, within five (5) working days from the date of receipt of the Notice of Award (NOA);
4. Awarding of bids should be done immediately after the opening of bids, if practicable. Bid bond of losing bidders shall be returned immediately after the announcement of the winning bidder;
5. In case of deferment of award, a temporary receipt shall be issued by the agency to acknowledge submission of bid tenders. Once the Disposal committee completes its deliberations and determines the winning bidder, bid bond of losing bidders shall be returned upon presentation of the receipt immediately after awarding of the winning bidder;
6. The 10% Bid Bond shall be **forfeited if the full price is not paid within five (5) days upon receipt of the Notice of Award** by the winning bidder;
7. The DA RFO 1-DC reserves the right to reject any or all bids with or without cause, to waive any defect/formality therein and to award the bidder whose offer is the most advantageous to the government.

  
**DENNIS T. TACTAC**  
Chairman, Disposal Committee