



CSC ROIV DISPOSAL COMMITTEE

CSC-RO IV DisCom ITB No. 2020-02

INVITATION TO BID

(Mode of Disposal: *Public Auction*)

SALE OF SERVICEABLE OLD UNIT MOBILE PHONES

The Civil Service Commission-Regional Office No. IV Disposal Committee (DisCom), **invites interested bidders/buyers/individuals to submit SEALED BID PROPOSALS** for the sale of various old unit mobile phones described below located at the CSC-RO IV compound, on “**As Is, Where Is**” basis through “**Public Auction (Public Bidding)**”, on October 20, 2020 (1:30 P.M.) at the Training Room, third floor, CSC-RO IV Building, #139 Panay Avenue, Brgy. South Triangle, Quezon City:

Quantity/ Unit	Item Description	Government Minimum Bid Price / Floor Price
1 Lot	Serviceable old and complete Mobile Phone Units, such as: One (1) unit Nokia N8 One (1) unit Nokia E71 One (1) unit Nokia C5-03 One (1) unit Nokia X3-02	PhP 8,898.00 (as is, where is)

The above items may be inspected at the CSC-RO IV Compound at #139 Panay Avenue, Brgy. South Triangle, Quezon City, before the deadline set for submission of sealed bid proposals. For the Official Bid Forms and further inquiries, you may contact the DisCom Secretariat, Ms. Hazel Jane M. Pangan at telephone number (02) 8925-6562, or through e-mail at cscro4_msd@yahoo.com

Deadline for submission of sealed bids is on October 20, 2020 at 1:00 P.M. Late bids shall not be accepted. The Opening of Sealed Bids shall commence at 1:30 P.M. of the same day.

Bawat Kawani, Lingkod Bayani

The winning bidder shall be informed by the CSC-DisCom through a **Letter of Notice of Award**. Full payment of the **BID AMOUNT** offered must be made by the the winning bidder (highest bidder) to the CSC-RO IV Cashier within two (2) days after receipt of the Notice of Award.

In the event that the winning bidder fails to make full payment on the aforementioned deadline, or fails to remove the said items from the CSC-RO IV compound within two (2) days after full payment of the bid price, the award given shall be revoked, and that the payment shall be forfeited in favor of CSC-RO IV, respectively, and the items shall be made available to the next highest bidder.

The CSC-RO IV DisCom warns that collusion among bidders or with a CSC official or employee to defraud the government shall be dealt with accordingly.

This invitation shall be posted/advertised in the website and bulletin board of the Civil Service Commission Regional Office IV.

The CSC-RO IV DisCom reserves the right to reject any or all bids, to waive any defects or informality of the bid received, to accept the bid most advantageous to the CSC-RO IV, and that this office does not guarantee that an award will be made. The decision of the CSC-RO IV DisCom in this regard shall be final and binding.

The members of the CSC RO IV DisCom, the secretariat and their relatives within the fourth degree of consanguinity or affinity shall not be allowed to participate in the said public auction.

SCHEDULE OF BIDDING ACTIVITIES

<u>ACTIVITY</u>	<u>DATE / TIME</u>
a) Posting of "Invitation to Bid" in the CSC RO4 Bulletin Board and website	October 8-20, 2020
b) Issuance of "Bid Form / Offer to Buy" to interested bidders/buyers/individuals	October 8-20, 2020
b.1 Interested bidders/buyers/individuals may obtain further information from the DisCom/Secretariat at telephone no. (02) 8925-6562.	
b.2 All participating bidders/buyers/individuals are enjoined to visit and inspect the items for auction.	

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| c) Pre-bid Conference | October 14, 2020
@ 1:00 P.M. |
| d) Deadline for Submission
of "Bid Form / Offer to Buy" | October 20, 2020
@ 1:00 P.M. |
| e) Opening of Sealed "Bid Forms / Offer to Buy" | October 20, 2020
@ 1:30 P.M. |

All communications pertaining to this Invitation to Bid (ITB) should be addressed to the DisCom Chairperson through its Secretariat.


Director III FERNANDO O. MENDOZA
Chairperson, Disposal Committee