



PAMBANSANG KOMISYON PARA SA KULTURA AT MGA SINING

INVITATION TO BID FOR THE PUBLIC BIDDING OF WASTE AND DISMANTLED EXHIBITION MATERIALS

15 February 2022, 01:30 pm

Via Zoom



Republic of the Philippines Office of the President

NATIONAL COMMISSION FOR CULTURE AND THE ARTS

633 General Luna Street, Intramuros, 1002 Manila / Tel. 527-2192 to 98 / Fax 527-2191 & 94 / e-mail: info@ncca.gov.ph / website: www.ncca.gov.ph



PAMBANSANG KOMISYON PARA SA KULTURA AT MGA SINING

INVITATION TO BID

1. The National Commission for Culture and the Arts (NCCA), through the Disposal Committee (DC) hereby invites all interested parties to participate in the public bidding of these two (2) lots on an “As-is Where is” basis as indicated below:

ITEM/DESCRIPTION	LOCATION	FLOOR PRICE
<u>Lot 1. WASTE MATERIALS</u> Various scraps (Aluminum tubular scraps, wood scraps, old wooden baffles, old plywood, wood frames, window panes, window frames, aluminum framed doors, metal scraps, metal grills, old fire hose and old fire extinguishers)	Metropolitan Theater	P8,400.00 <i>(Eight thousand four hundred pesos only)</i>
<u>Lot 2. DISMANTLED EXHIBITION MATERIALS</u> Acrylic display case, Wooden display case, Wooden case, Wooden frames, Acrylic stands, Wooden bench, Aluminum bench stand, Aluminum frames, Electrical wirings, Electrical wirings and LED light strips, LED power supply, & amplifiers	Lane Moving Storage, Taguig, City	P28,000.00 <i>(Twenty eight thousand pesos only)</i>

2. No bid shall be allowed lower than the said floor price.
3. The interested bidder may **view and inspect the items at the following address:**

Lot 1 Waste Materials - Metropolitan Theater: Padre Burgos Avenue Corner, Arroceros Street, Ermita, Manila; and **Lot 2 Dismantled Exhibition Materials - Lane Moving Storage, Taguig City:** 4, J.Y. Sons Compound, Veterans Road, Taguig, 1634 Metro Manila

Please be informed that interested bidder/s should coordinate with Ms. Alba or Ms. Pamulaklakin (028 527 2192 local 211) of the Supply and Management Section for the schedule of viewing due to the limitations and safety of everyone during this time of pandemic.

4. Interested bidders may download the bid documents on the NCCA website or get a copy from designated authorized representative/s at the NCCA Parking Area on February 15, 2022 starting 8:00am prior to the deadline of submission of sealed bids and participation fee on the same date, **February 15, 2022 until 12nn only.**





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Late bids will not be accepted. The bidder (company owner or representative) shall enclose the following in the envelope:

- ✓ **Fully-accomplished Bid form**
- ✓ **Minimum cash bond/deposit equivalent to ten percent (10%) of his/her bid price.** It will be considered as a deposit for the winning bidder and may apply it for the lot he/she purchased. While cash deposit of non-winning bidder/s will be returned right after the Opening and Awarding of Bids.
- ✓ **Photocopy of the company's latest Mayor's permit;**
- ✓ **Latest Notarized Special Power of Attorney** (in case the duly authorized company representative is attending the public bidding).

The sealed bid form with cash deposit should be marked as follows:

TO: HERENCIO Y. LLAPITAN

Head, Technical Working Committee
NCCA Disposal Committee

FROM: <NAME OF BIDDER>

Address of the Bidder
Contact No. of Bidder

RE: <Lot No. and Lot Description >

5. The company **owner or their designated company representative must be present online via Zoom during the Opening of the bids.** Otherwise, the sealed envelope shall not be opened. **Zoom link will be provided to all the bidders who successfully submit their sealed bids, to all Disposal Committee members, and COA Representative/s.**
6. The bid shall be declared void if it does not comply with the abovementioned requirements. Prior to the issuance of the Notice of Award, the winning bidder shall **present the original copy of the foregoing documents for validation:**
 - ✓ Any Government Issued card (e.g. Driver's License, Postal ID, Passport, GSIS/SSS Card or company ID)
 - ✓ Acknowledgement Receipt of Bid Bond/Cash Deposit
7. **Opening of bids will be held on 15 February 2022 at exactly 01:30 pm via Zoom only due to the surge of Covid-cases.**
8. During registration, the prospective bidder **shall pay One thousand pesos applicable for bidding one or all lots (Lot 1 and 2) for the Participation fee** on a separate envelope. The Participation fee is **non-refundable whether the interested bidder is able to submit his/her sealed bids and cash deposit or not.** Participation fee of the winning bidder **shall not be added to his/her bond/cash deposit.** Participation fee **will be received by designated authorized representative on February 15, 2022 until 12nn only.**





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The NCCA designated authorized representative shall issue two (2) copies of Acknowledgement Receipt for the Participation fee. One copy will be enclosed in the sealed bid while the other copy will serve as an attachment for the received PF in separate envelope.

9. The **bid bond/cash deposit shall be forfeited if the full price is not paid by the winning bidder within three (3) working days after receipt of the NOA**. In this case, the NOA will be given to the next winning bidder.
10. Upon payment of the full price, **the winning bidder of the lot he/she purchased shall be the recipient and is required to haul** (all expense shouldered by the winning bidder), **within five (5) working days**.
11. **Full payment shall be required upon the schedule of hauling**. Failure to haul within the specific period of time will result to forfeiture of their payment and will be offered to the next winning bidder.
12. The invitation to bid will be posted in at least three public places. The NCCA Disposal Committee reserves the right to reject any or all of the bids, with or without cause, to annul the bidding process, to waive any defect in them and to award the bidder whose bid is the most advantageous to the agency/government.
13. For queries or further information, please refer to:

MAY G. PAMULAKLAKIN

Disposal Secretariat

Room 2E, 2nd Floor, NCCA Building

633 General Luna St. Intramuros, Manila

Telephone: (028) 527-2192 local 211

Email: supply@ncca.gov.ph



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TERMS, CONDITIONS, RULES AND PROCEDURES FOR THE PUBLIC BIDDING OF WASTE AND DISMANTLED EXHIBITION MATEIALS

Opening Date: February 15, 2022, Via Zoom

1. **Caveat Emptor.** All units shall be sold on an “AS-IS, WHERE-IS” basis.
2. **Reservation Clause.** NCCA, as the auctioneer, including its employees (except the Members and Secretariat of the NCCA Disposal Committee) reserves the right to bid on any unit.
3. **Requirements.** The interested bidder/s (owner/representative) shall enclose in an envelope the photocopy of the following requirements together with the cash deposit. These will be opened and presented during the opening of sealed bids.
 - 3.1. *Any Government Issued card (e.g. Driver’s License, Postal ID, Passport, GSIS/SSS Card) and Company ID*
 - 3.2. *Acknowledgement Receipt of Participation Fee (original)*
 - 3.3. *Photocopy of the company’s latest Mayor’s permit; and*
 - 3.4. *Latest Notarized Special Power of Attorney (in case the duly authorized company representative is attending the public bidding).*
4. **Cash Deposit.** Before registration, the prospective bidder shall submit the sealed bid form together with **Cash deposit equivalent to 10% of his/her bid.** It will be considered as a deposit & shall be applied to his/her purchase for the winning bidder. After bidding, the Registration personnel (composed of staff from the NCCA DC Secretariat together with COA Representative as witness shall return the money and provide Acknowledgement Receipt for the **non-winning bidder/s while the winning bidder will be issued an Official Receipt.**
5. **Participation Fee.** Before registration, the prospective bidder shall pay One thousand pesos (applicable to one or two lots) if he/she wants to bid. **The participation fee is not refundable.** Acknowledgement receipt will also be provided.
6. **Bid** – A bidder can bid one or all lots. Highest bidder for each lot shall be declared the winner.
7. **Minimum bid.** The minimum bid shall not be lower than the posted government floor price.
8. **The Committees Right and Powers.** The highest qualified bidder recognized by the Auctioneer shall be the buyer. In the event of any dispute between any bidders at the auction, The NCCA Disposal Committee, through the Auctioneer, may at its sole discretion reoffer the unit.



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The Committee's decision and declaration of the winning bidder shall be final and binding upon all Bidders. The NCCA Disposal Committee deserves the right to reject any or all of the bids with or without cause, to waive any defect in them and to award the bidder whose bid is the most advantageous to the government.

9. **Complaints.** Any unresolved complaints should be directed to the NCCA Disposal Committee at 633 General Luna St. Barangay 658, Intramuros, Manila.

10. **Notice of Award (NOA).** The winning bidder (buyer) shall be issued a NOA for the unit/lot he/she purchased. The cash deposit (10%) shall be forfeited if the full price of the lot he/she purchased is not paid within three (3) working days after the receipt of the NOA.

11. **Hauling.** Upon completion of the payment, the buyer shall be the recipient of the lot/s he/she purchased and shall be required to haul/transport the same within five (5) working days. **The winning bidder must ensure cleaning of scraps/wastes in the area.** In case the winning bidder failed to do so after several reminders/messages made by the Disposal Committee, the company of the winning bidder will be blacklisted to the next public bidding of the agency.

12. **Expenses.** After the purchase, any expenses shall be incurred by the buyer and will not be shouldered by the NCCA Disposal Committee.

HERENCIO Y. LLAPITAN
Head, Technical Working Committee
NCCA Disposal Committee



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Annex 1: Lot 1 Waste Materials at the Metropolitan Theater for Public bidding

Aluminum tubular scraps



Wooden frames, wood scraps, old wooden baffles, & old plywood





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Window panes, window frames, aluminum framed doors



Metal scraps & metal grills





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Old fire hose





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Old fire extinguishers





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Annex 2. Lot 2 Dismantled Exhibit Materials at Lane Moving Storage, Taguig City

Assembled aluminum frames and stand (For reference)



Dismantled aluminum frames and stands





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Acrylic display case and acrylic stands





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Wooden case, display case, wooden benches





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Electrical wirings, LED light strips, LED power supply, LED amplifiers, LED controller

