



CADIZ CITY WATER DISTRICT

Burgos Street, Cadiz City, Negros Occidental

Tel. Nos. (034) 4930688

Email: ccwdcadiz@ymail.com

INVITATION TO BID

CCWD-ITBid No. 2022-07-001

Date _____

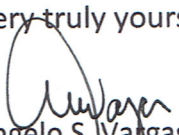
Dear Sir/ Madam:

Please quote your offer price for the used/unserviceable properties indicated in the attached list and submit your proposals printed preferably in your company's/firm's or personal letterhead with your name, signature, company name (if any), address and contact numbers. Submit the duly accomplished proposal on or before **July 14, 2022 1200 noon PST.** Place your proposals together with the bid bond equivalent to ten percent (10%) of the floor price in a sealed envelope with the ITBid No. above, your name, address and contact numbers. Unsigned proposals, proposals below the floor price and those without the corresponding bid bond shall be rejected.

It is understood that (1) your quoted price is good for sixty (60) calendar days from bid opening; and (2) Cadiz City Water District (CCWD) reserves the right to accept or reject any or all bid, including that of a single eligible bid, and to annul the bidding process at any time prior to contract award, without incurring any liability to the affected bidder or bidders.

For details, please see attached Instructions to Bidders (ITB).

Very truly yours,



Angelo S. Vargas

General Manager - CCWD

CCWD Disposal and Appraisal Committee - Chairman

LIST OF MATERIALS

ENTITY NAME: Cadiz City Water District

FUND CLUSTER: _____

Place of Storage: Warehouse at 380cu.m tank and at 500 cu.m tank


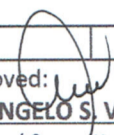
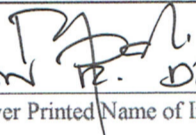
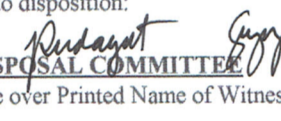
Date: _____

ITEMS FOR DISPOSAL :

ITEM	QTY	UNIT	DESCRIPTION	RECORD OF SALES		
				No.	Date	Amount
1	2,027		Brass Water Meter			
2	448		Plastic Water Meter			
3	90		Meter box / Meter Shield			
4	1		Royal Standard Typewriter			
5	1		Wall Clock (Nikon)			
6	1		Casio MS 10w Calculator			
7	1		Wall Clock			
8	1		Ceiling Fan			
9	1		Ext. cord. & Adapter			
10	1		Calculator Solar			
11	1		Wall Clock (nikon)			
12	1		Printing Calculator (Casio)			
13	1		Elect. Cal. ATABA			
14	1		Flower Pots			
15	1		Olympia 24" Typewriter			
16	1		Emergency Light			
17	1		Radio with Accessories			
18	1		Money detector			
19	1		Power Surge Protector			
20	1		Karaoke - Sharp HK-V500P			
21	1		1u 2Hp aircondition			
22	1		Aircon floor mounted Carrier 3TR-Ana			
23	1		Electric Airpot 1 unit-Ariel			
24	1		drum kit for Mita Kyocera			
25	1		Aircon 1 HP			
26	1		Aircon 2.5 Hp digital			
27	1		Aircondition 2.5w/digital timer and remote			
28	1		Photocopier			
29	1		Wall fan			
30	1		Canon digital camera w/ various accessories			
31	1		Plain paper fax machine			
32	1		Aircon 2.5HP window type w/ timer & remote			
33	1		DB-Audio Speaker Amplifier w/ model # MS-1278			
34	1		24" LCD Television w/ free DVD player			
35	1		Window Type aircon 2HP			
36	1		Projector Screen 70x70			
37	1		Wireless Digital Karaoke Microphone			
38	1		olympus Digital Camera w/ various accessories			
39	1		Digital Photocopier (SHARP AR-5516N full Digital Copier+ Network Printer & Scanner Interface Serial # 8503099Y)			
40	1		Stove regulator			
41	1		rice cooker			
42	1		Rice cooker for			
43	2		Industrial Electric Fan			
44	1		LCD widescreen monitor 18.5"			

45	1	Supply and installation of CCTV (with retention).			
46	2	Window Type Aircon 2.5HP w/ remote			
47	2	Window Type Aircon 2.5HP w/ timer and remote			
48	1	Rack Chair			
49	1	Cassala Chair			
50	1	Filing Cabinet Hermaco			
51	1	Working table			
52	1	OIC Table			
53	1	Podium			
54	1	Typing table			
55	1	Clerical Table			
56	1	Clerical Table			
57	1	Steel Filing Cabinet w/ 2 doors			
58	1	office table - Precy			
59	1	Office table - Maki			
60	1	Second Hand Filing Cabinet			
61	1	Table			
62	8	hi-back conf. room			
63	1	Plastic chairs-maint			
64	1	Bench			
65	1	Cabinet			
66	1	Table			
67	1	Bookshelves			
68	1	TV Cart			
69	1	TV Cabinet			
70	2	Comp. Table			
71	1	Junior Executive Chair			
72	1	Commercial Cubicle			
73	1	Lavatory w/ cabinet			
74	1	Pingpong/Utility Table			
75	1	Acctg. Cabinet			
76	1	China Cabinet			
77	1	Operation & Maint. Cabinet			
78	1	Hanging Cabinet			
79	1	Office/Commercial Desk Table			
80	2	Swivel Chair			
81	1	Swivel chair			
82	1	GM Table			
83	1	Executive Chair			
84	1	Swivel Chair			
85	1	Radio Room Cabinet			
86	1	Accounting Filing Cabinet			
87	1	Laptop			
88	1	DLP Projector			
89	2	comp. chair			
90	1	enclosure case external.			
91	1	Computer Package			
92	1	Computer Package			
93	2	17" AOC LCD Colored Mon			
94	1	17" AOC LCD Colored Monitor			
95	1	Toshiba laptop			
96	1	Epson Printer 2175			
97	1	Power Supply ATX 600Watts			
98	1	UPS APC 650VA			
99	1	Monitor - AOC LCD 17" 716SA			

100	1	Dot Matrix Printer			
101	1	Printer w/ multi colors continous ink			
102	2	Dot Matrix Printer - FX - 2175 SN GL XY023449			
103	1	FX - 2175 SN			
104	1	Laptop - NED B2235 w/various accessories			
105	2	UPS 50/60hz 650VA			
106	1	LCD Monitor 17"			
107	1	Epson Stylus Tip Printer			
108	3	Desktop computer			
109	3	LCD monitor 19"			
110	1	Desktop computer 19' LCD monitor w/ various accessories			
111	1	AVR			
112	1	17 plates battery 12V inverter			
113	1	LCD Monitor 19" w/ Printer			
114	4	UPS 650 VA			
115	1	Desktop Computer			
116	1	CPU			
117	1	CPU			
118	1	Printer FX-2190 Dot Matrix			
119	1	LCD Widescreen Monitor 18.5" wide			
120	1	Desktop Computer			
121	1	UPS 650VA, AVR, 230V			
122	1	Linksys Router			
123	1	uninterruptible power supply 650VA, AVR,230V			
124	1	Projector replacement			
125	1	Laptop			
126	1	Printer			
127	1	portable hard disk(500 G Bytes)			
128	1	Laser printer			
129	3	CPU			
130	1	Colour inkjet printer			
131	2	Computer set			
132	5	Uninterrupted Power Supply			
133	2	Dot Matrix Printer			
134	2	Laptop			
135	1	Radio handsets and battery pack for Icom V8 w/ clip			
136	1	Cellphone with dual SIM w/cam			
137	3	Cellular Phone			
138	1	Demolition Hammer, Concrete Cutter and Vacuum Cleaner			
139	1	Electric Grinder for maintenance use			
140	1	14" Concrete Diamond Blade			
141	1	14" Concrete Diamond Blade			
142	1	Concrete cutter 7.5 Hp Engine with 14" blade and 14" plate compactor with engine			
143	1	Variable frequency drive (VFD) 1 set Pressure transmitter for upgrading of motor controls			
144	1	Digital Power Meter			
145	1	Power Inverter 2000W			
146	1	Pilot Light 440V			
147	1	Submersible Motor 60HP			
148	1	Crocodile Jack 2 tons for maintenance use.			
149	1	Open wrench			

150	4	Pipe Wrench 10" (4 pcs.) and Pipe Wrench 12" (4 pcs.) for maintenance use.			
151	24	Rain Coat			
152	4	Shovel			
153	1	Motorcycle Honda XRM110-Red			
154	1	Suzuki Bravo			
155	1	Kawasaki Motorcycle			
156	1	Yamaha 125CC 4 stroke motor			
157	1	topdown sidecar			
158	1	XRM 110 Motorcycle-Blue			
159	1	Transpo Eqp't-motorcycle 4 stroke 175cc-Edwin			
160	1	Transpo Eqp't-motorcycle XRM-yellow-110cc-Dary			
161	1	Topdown sidecar-Edwin			
162	1	Reconditioned Multicab, serum, 4-wheel drive-erng			
163	1	motorcycle 175cc 4 stroke barako-blue-edwin			
164	1	Mountain bike			
165	1	Motorcycle			
166	1	Honda XRM Motorcycle 125cc - GM			
167	2,742				
*** NOTHING FOLLOWS ***					
			TOTAL		
Certified Correct:  SHERYL M. YBAÑEZ CSA/O (Supply Officer)			Disposal Approved:  ANGELO S. VARGAS CCWD Disposal Committee, Chairman		
CERTIFICATE OF INSPECTION					
I hereby certify that this property was disposed of as follows					
Item _____ Destroyed					
Item _____ Sold at private sale					
Item _____ Sold at public auction					
Item _____ Transferred without cost to _____					
(Name of the Agency/Entity)					
Certified Correct:  JULIEN R. DORLIK Signature over Printed Name of Inspection Officer			Witness to disposition:  DISPOSAL COMMITTEE Signature over Printed Name of Witness		



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INSTRUCTIONS TO BIDDERS (ITB) Disposal of Used/Unserviceable Properties

A. Inspection of Used/Unserviceable Properties

The used/unserviceable properties for sale are available for inspection/viewing from **July 7, 2022 9:00 AM to 4:00 PM** at Cadiz City Water District (CCWD) office and 500 cu.m tank ware house.

B. Schedule of Public Auction

The public bidding shall be conducted on a **one (1) lot** and "as is, where is" basis by the CCWD Disposal and Appraisal Committee (CCWD-DAC). Schedule of opening of bids is on **July 14, 2022** at the **CCWD Office**.

C. Qualification of Bidders

Individuals, partnerships and/or corporations are qualified to participate in the public auction, subject to the submission of qualification documents, as may be required by the CCWD-DAC. Duly authorized representative/s, if any, shall submit a certification issued by the President/General Manager/Governing Board/Owner of the firm, as may be applicable, authorizing him/her to speak for and submit bids in behalf of the latter. * **Qualification Documents: (1) Certified true copy of Business License or Mayor's Permit (2) Omnibus Sworn Statement (3) Certified true copy of DTI Registration Certificate or SEC Registration (4) Income Tax Return or Business Tax Return**

D. Registration Fee

Payment of non-refundable **Php 1,500.00** registration fee.

E. Floor Price

Floor price of one {1} lot properties, has been set in accordance with the COA Appraised Value with additional expenses incurred in warehousing/storage.

F. Submission of Bids and Bid Bonds

1. The bid must be submitted using the **company's/ firm's or personal letterhead (see attached Annex A)** to the CCWD-DAC Chairperson, CCWD, Burgos St., Cadiz City, in a sealed envelope



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and shall be labeled with the **CCWD-ITBid No., the bidder's name , address and contact number**; The CCWD-DAC shall not be responsible for any tampering of bids that were not sealed;

2. A Bid Bond equivalent to ten percent (10%) of the floor price in the form of cash, manager's check or cashier's check must be submitted and placed inside the sealed bid envelope. Bids submitted below the floor price and/or without the corresponding Bid Bond shall be disqualified.
3. Deadline of submission of bids is at **July 14, 2022, 12:00 noon PST** Bids submitted beyond said deadline shall not be accepted.

G. Modification and Withdrawal of Bid

1. A bidder may modify its bid after it has been submitted, provided that the modification is received by the CCWD-DAC prior to the deadline of submission of bids;
2. A bidder may, through a Letter of Withdrawal, withdraw its bid after it has been submitted , for valid and justifiable reason; provided that the Letter of Withdrawal is received by the CCWD-DAC prior to the deadline of submission of bids. A bidder that withdraws its bid shall not be permitted to submit another bid for the same project; and
3. Modification/Withdrawal of bids shall not be allowed after the deadline of submission of bids.

H. Opening of Bids

1. Opening of bids will immediately follow the deadline of submission of bids in the presence of at least one CCWD-DAC member and the bidders who chose to attend, which shall be conducted by the CCWD Bids and Awards Committee (BAC).
2. An Abstract of Bids shall be prepared by the BAC Secretariat for signature of the BAC members and approval of the Head of the Agency or his authorized representative.

H. Awarding of Bids

1. Award shall be made to the highest bidder;
2. In case of a tie, the BAC will resort to non-discretionary criteria {toss coin or draw lots) to determine the winning bidder; and
3. If the winning bidder refuses to accept the award, the next highest bidder shall



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be awarded the bid, so forth and so on. However, any bidder who refuses to accept the award SHALL BE REQUIRED TO PAY THE DIFFERENCE BETWEEN SAID BIDDER'S AND THAT OF THE NEXT HIGHEST BIDDER, shall be blacklisted and shall not be allowed to participate in future biddings, without prejudice to BAC's other courses of action and remedies open to it.

I. Payment

1. One-time payment in cash or in check shall be made within **five (5) calendar days** from the date of receipt of the Notice of Award;
2. An Official Receipt shall be issued by the CCWD covering the payment made by the winning bidder; and
3. In case the winning bidder fails to make the payment within the prescribed period, said bidder will be blacklisted and shall not be allowed to participate in future biddings.

J. Pick-up/ Hauling of the Property by the Winning Bidder

1. The winning bidder shall be given **seven (7) calendar days** from receipt of the Notice to Proceed, to pick-up and haul the property;
2. Expenses incidental to the pick-up/hauling of the property shall be borne by the winning bidder; and
3. In case the winning bidder fails to complete the pick-up/hauling of the property within the prescribed period, a penalty of (P 1,000.00) one thousand pesos for the delay per day.

K. Forfeiture / Return of the Bid Bond

1. The Bid Bond shall be forfeited in favor of CCWD in the following instances:
 - a. if the winning bidder refuses to accept the award;
 - b. in case the winning bidder fails to make the payment within the prescribed period
2. The Bid Bond shall be returned to the concerned bidder/s after the winning bidder has completed the pick-up/hauling of the properties.



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L. Failure of Bidding

Failure of bidding shall be declared in the following instances:

If prospective bidders are declared ineligible, no bids are received, all bids fail to comply with the bid requirements, all bids is below the floor price, the winning bidder refuses to accept the award or the winning bidder fails to make the payment as required .

Moreover, if within three (3) failures of bidding the auction is for sale thru negotiation.



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The Schedule of Bidding activities is as follows:

ACTIVITIES	SCHEDULE
Posting of the Invitation to Bid	July 5, 2022
Viewing of items for sale	July 7, 2022 9:00 AM – 4:00 PM
Submission	July 14, 2022 12:00 PM
Opening of Bids and Awarding	July 14, 2022 1:30 PM

Bidder's Company or Personal Letterhead
(with address and contact number)

The CCWD Disposal and Appraisal Committee

Submitted herewith is my bid proposal in response to the Invitation to Bid No. : 2022-07-001 dated _____ and its Instructions to Bidders for the Disposal of Used/Unserviceable Properties:

Description	Floor Price	Bid Price
One (1) lot unserviceable properties, semi-expendables and waste materials.	PHP 683,221.81	

It is understood that VCWD reserves the right to accept or reject any bid, including that of the single eligible bidder, waive any minor deviation in the bid, which will not materially affect the substance of the bid, and to annul the bidding process at any time prior to award, without incurring any liability to the affected bidder or bidders.

I have read and fully understood the Instructions to Bidders.

Very truly yours

Signature : _____

Printed Name : _____

Company Name, if any : _____

Address : _____

e-mail : _____

Contact Number: _____

TIN : _____

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]* *[insert "as shown in the attached duly notarized Special Power of Attorney" for the authorized representative]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____