



INVITATION TO BID

The Technical Education and Skills Development Authority (TESDA) invites all interested parties to bid for the purchase of the various unserviceable **IT Equipment and Software, Communication Equipment, Other Machineries and Equipment, Furniture and Fixtures and other Materials** subject to the following terms and conditions:

A. Inspection of Used/Unserviceable Properties

The used/unserviceable properties for sale/auction are available for inspection/viewing from **March 27 to April 22, 2018** at the TESDA Central Office, TESDA Complex, East Service Road, South Superhighway, Taguig City.

B. Schedule of Public Auction

The public auction shall be conducted on "as is, where is" basis by the TESDA Central Office Appraisal and Disposal Committee.

TESDA will hold a **pre-bid conference** on **April 12, 2018; 2:00 p.m.** at the **CSA Conference Room, 2nd Floor, TESDA Admin Building, TESDA Complex, East Service Road, South Superhighway, Taguig City** which shall be open to all interested bidders.

Schedule of **opening of bids** is on **April 23, 2018, 2:00 pm** at **CSA Conference Room, 2nd Floor, TESDA Administration Building, TESDA Complex, East Service Road, South Superhighway, Taguig City.**

C. Qualification of Bidders

Individuals, partnerships and/or corporation are qualified to participate in the public auction, subject to the submission of qualification documents, as may be required by TESDA Central Office Appraisal And Disposal Committee.

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.

D. Appraised Value

The appraised value of the unserviceable properties has been set in accordance with accounting and auditing rules and regulations.

E. Bid Fee

1. Upon payment of non-refundable Bid Fee of Five Hundred Pesos (Php500.00) at the TESDA Central Office Cash Unit, interested bidders may get the bid documents.

F. Submission of Bids and Bid Bonds

1. Sealed bids will be received at CSA Conference Room, 2nd Floor, TESDA Admin Building, Taguig City **on or before 2:00 p.m., April 23, 2018**. The bidder (company owner) shall enclose in a sealed envelope the following:
 - a. Fully accomplished Bid Form
 - b. Minimum bond equivalent to Twenty-Seven Thousand One Hundred Ninety-Three and 77/100 pesos (Php27,193.77) in the form of cash or manager's check issued by a reputable bank payable to "Technical Education and Skills Development Authority"
 - c. Photocopy of the company's latest Mayor's Permit,
 - d. Photocopy of the company's latest Annual Income Tax Return (BIR Form 1701), "stamped received by BIR or its duly accredited and authorized institutions", Tax Clearance (BIR Form 1714B) or Certificate of Registration (BIR Form 2303), in case of new companies
 - e. Latest notarized Special Power of Attorney (in case the duly authorized company representative is attending the bidding)
2. Bids submitted below the Appraised Value and/or without the corresponding Bid Bond shall be rejected;
3. Late bids shall not be accepted.

Magdalena P. Butad
MA. MAGDALENA P. BUTAD

Chairperson

TESDA Central Office Appraisal and Disposal Committee