



**UNIVERSITY OF THE PHILIPPINES
TACLOBAN COLLEGE**

Magsaysay Boulevard cor. Sto. Niño Ext., Tacloban City 6500, Philippines

Appraisal and Disposal Committee

Date: 11 September 2025

**INVITATION TO BID THROUGH PUBLIC AUCTION SALE OF
VARIOUS SCRAP METALS AND SANITARY FIXTURES OF UP TACLOBAN COLLEGE
Bid No. UPTC-ADC-IB-2025-03**

The University of the Philippines Tacloban College (UPTC), through its Appraisal and Disposal Committee (ADC), now invites all interested parties to participate in the public bidding of various scrap metals and sanitary fixtures on an **“AS IS”** and **“WHERE IS”** basis, to wit:

Item No.	Particulars and Description	Qty	Unit	Appraisal Value	Government Minimum Selling Price (GSMP)
1	Broken bowl with tank	45	pcs	5.00	225.00
2	Broken lavatory	38	pcs	5.00	190.00
3	Broken urinal	5	pcs	5.00	25.00
4	Assorted scrap metal	<i>*Note: The quantity indicated for this item is still an estimate. The total amount shall be based on the actual weight of the scrap metals at the time of pull-out.</i> 400,350	kg	3.33	1,333,165.50
TOTAL					Php1,333,605.50

The bidding through Public Auction Sale shall be governed under the following terms and conditions:

1. The posting of the bidding for the public auction sale shall be made from September 11, 2025 to September 23, 2025, covering thirteen (13) calendar days, on the university website, on three conspicuous bulletin boards across the campus, and in other conspicuous locations.;
2. Prospective bidders may conduct an ocular inspection of the various scrap metals and sanitary fixtures from September 15 to 19, 2025, at the UPTC CDMO and SPMO Complex between 9:00 AM and 12:00 Noon. The inspection will be coordinated by Mr. Delfin P. Aledro, Jr., who will promptly issue the Bidder’s Inspection Certificate;
3. There will be Pre-bid Conference on September 17, 2025, 2:30 PM – 4:00 PM at the UPTC, TLRC Discussion Room;
4. The deadline for the submission of bids is on September 23, 2025, at 12:00 NN. Bids must be submitted to the Office of the Dean c/o Ms. Avegearl Jean G. Ramirez.
5. The opening of bids and evaluation shall commence on September 26, 2025 at 9:00 AM at the UPTC, TLRC Discussion Room. Bids will be opened in the presence of the bidders or their duly authorized representatives;
6. Two (2) envelope systems must be used: One (1) for the Eligibility Requirements and one (1) for the bid proposal and the cash bond. These documents must be submitted to the Appraisal and Disposal Committee in accordance with Section IV;
7. The first envelope shall contain the following Eligibility Requirements:
 - a. Business Permit for the Year 2025
 - b. Certificate of Registration from the Department of Trade and Industry (DTI) /or the Securities and Exchange Commission (SEC)
 - c. If the bidder is an authorized representative, an authorization from the owner/proprietor, duly notarized (Special Power of Attorney of the Representative), to act on his behalf to attend the auction, to receive the award, and to pay the total amount of the awarded items.
 - d. Photocopy of the owner’s ID and the original ID of the representative.
 - e. Bidder’s Inspection Certificate duly signed by the Disposal Committee/ Property Officer.

- f. Cash bond not lower than ten percent (10%) of the total of bid proposals or at least Php133,360.55 placed in a sealed envelope labeled as such. Any bond other than cash is not acceptable.
- g. Duly signed Terms and Conditions of Bid/ Instruction to Bidders.

If the above requirements are met, the second envelope will be opened. If not, the second envelope will not be opened and will be returned to the bidder immediately;

8. The second envelope shall contain the bid proposals duly signed by the owner/proprietor.
9. The cash bond of the non-winning bidders shall be returned right after the auction sale. The cash bond of the winning bidder will be issued with the Official Receipt and is subject to refund after the awarded items are paid and upon request of refund and submission of the original OR for processing of refund, or the cash bond shall be deducted from the total amount of the bid.
10. Interested buyers **must bid on one lot with the above-stated floor price.**
11. A non-refundable Bid Fee of One Hundred Pesos only (₱100.00) per lot shall be paid to the UPTC Cash Office. Upon payment of the bid fee, the interested buyers may secure the Bid Form from **Ms. Avegearl Jean G. Ramirez**, Secretariat, UPTC Appraisal and Disposal Committee, Office of the Dean, UPTC Magsaysay Blvd., Tacloban City with telephone number (053)832-2897.
12. The sealed bid/offer must be submitted on or before **12:00 NN, September 23, 2025**, to the Office of the Dean, UP Tacloban College, Magsaysay Blvd., Tacloban City, c/o Ms. Avegearl Jean G. Ramirez.
13. Late submission of bid proposals shall not be entertained. Bid proposals not accompanied by cash bond shall be rejected and returned;
14. The Notice to Proceed shall be issued *within **three (3) days** after signifying/ conforme of NOA*
15. The winning bidder will *pay in cash for all items and make the payment to UP Tacloban College within five (5) days.*
16. The *winning bidder shall be responsible for pulling out the unserviceable items auctioned out within five (5) days, with the issuance of an authority/ release order to pull out the items upon full payment of the contract and clearing of the area.*

The UP Tacloban College reserved the right to accept or reject any bid, to annul the bidding process, and to reject bids at any time prior to contract award without incurring any liability to the affected bidder or bidders.

For further information, please refer to:

Avegearl Jean G. Ramirez
Secretariat, Appraisal and Disposal Committee
UP Tacloban College, Office of the Dean
Magsaysay Blvd. Tacloban City
Telephone Number: 832-2897

PROF. JOHN PAUL T. YUSIONG
Chairperson
Appraisal and Disposal Committee