

Republic of the Philippines  
**NATIONAL WAGES AND PRODUCTIVITY COMMISSION**  
 Department of Labor and Employment  
 Manila

**INVITATION TO NEGOTIATED SALE**

1. Pursuant to COA Circular No. 89-296 and DBM National Budget Circular No. 425 series of 1992, the National Wages and Productivity Commission (NWPC) hereby invites prospective bidders to participate by way of Negotiated Sale of two (2) lot on **"AS IS, WHERE IS"** basis the following **UNSERVICEABLE PROPERTIES** of the NWPC which consists of the following:

UNIT	DESCRIPTION	LOCATION	FLOOR PRICE
LOT A	Various Unserviceable Properties (Communication Equipment, Information and Communication technology, and other IT-related technology)	NWPC Administrative Division, 2 <sup>nd</sup> Floor, DY International Building, San Marcelino corner Malvar Streets, Malate, Manila	<b>Php 10,823.49</b>
LOT B	Various Unserviceable Properties (Furniture and Fixtures, Office Equipment and other properties and equipment)		<b>Php 1,918.10</b>

2. Lot A and Lot B shall be grouped together to form one complete lot or one singular contract.
3. No bid shall be allowed lower than 80% of the said floor price or the total amount of 10,193.27 for both lots.
4. Upon payment of a non-refundable Bid Fee of Five Hundred Pesos (Php500.00) with the NWPC Cashier, interested bidders may get the bid documents, view and inspect the unserviceable properties at NWPC Administrative Division located at 2<sup>nd</sup> Floor, DY International Building, San Marcelino corner Malvar Streets, Malate, Manila with telephone number 527-5171 / 527-5522 on 06 to 17 November 2023 (excluding Saturday, Sunday and Holiday), from 8:00 a.m. to 4:00 p.m.
5. Sealed bids shall be submitted to NWPC Administrative Division on or before 12:00 noon of 20 November 2023. The Bidder shall enclose in a sealed envelope the following:
  - a. Fully-accomplished Bid Form
  - b. Bid Security in form of Cash or Manager's Check equivalent to ten percent (10%) of the total Bid Price;
  - 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 or Certificate of Registration.
  - e. Latest notarized Special Power of Attorney (in case the duly authorized company representative is attending the public bidding).

6. The company owner or his/her duly notarized company representative must be present during the opening of the bids, otherwise, his/her envelope shall not be opened.
7. The bid shall be declared void if it does not comply with the requirements mentioned in item nos. 2, 3, 4 and 5. Prior to the issuance of the Notice of Award (NOA) and Notice to Proceed (NTP), the winning bidder shall present the original copy of the foregoing documents for validation.
8. Opening of bids will be held on 20 November 2023, at exactly 1:30 p.m. at the NWPC Conference Room, 2<sup>nd</sup> Floor, DY International Building, San Marcelino corner Malvar Street, Malate, Manila.
9. The bond will be returned to the non-winning bidder/s right after the award.
10. The ten percent (10%) bond shall be forfeited if the full price is not paid by the winning bidder within the prescribed period stated in the NTP.
11. Upon payment of the full price, the winning bidder shall be the recipient of the unserviceable properties and is required to haul the same within five (5) working days.
12. Bidder who has environment-friendly facilities and manner of recycling/disposal will be preferred.
13. The NWPC reserves the right to reject any or all 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 government.

Manila, 31 October 2023.

  
**OIC-DIRECTOR EDITHA M. SAUS**  
*NWPC Disposal Committee Chairperson*