



INVITATION TO BID

The **Philippine Ports Authority, PMO NCR-South** is inviting interested and PhilGEPS-registered party to offer by way of sealed bids for the **SALE AND DISPOSAL OF ONE (1) LOT OF VARIOUS SCRAP STEEL MATERIALS FROM THE CONSTRUCTION/REPAIR/IMPROVEMENT OF PORT FACILITIES AT SOUTH HARBOR, MANILA, AND ONE (1) UNIT UNSERVICEABLE GENERATOR SET** on an **“AS-IS-WHERE-IS”** basis:

ITEM DESCRIPTION	LOCATION	MINIMUM FLOOR PRICE (VAT inclusive)
Scrap Materials	South Harbor Port Area, Manila	PhP 12.00 per kilogram
One (1) Lot of Various Scrap Steel from Construction/Repair/Improvement of Port Facilities as South Harbor		
Unserviceable Property	South Harbor, Port Area, Manila	PhP 12.50 per kilogram
One (1) Unit of Unserviceable Generation Set, FG Wilson P450E		

Inspection of the above items for sale can be conducted after the pre-bid conference.

Bid Forms, Terms of Reference and other related documents shall be issued only upon payment of non-refundable fee in the amount of **Fifteen Thousand Pesos (PhP15,000.00)** and presentation of proof of payment.

Request for inspection and bid forms may be obtained at the Supply and Property Unit, Administrative Services Section, G/F PMO NCR-South Administration Bldg., South Harbor, Port Area, Manila, telephone number 8525-5264 local 504/516.

SCHEDULE OF DISPOSAL ACTIVITIES

Activity	Date/Time	Venue
Advertisement/Posting of the Invitation to Bid	December 30, 2022 to January 6, 2023	PhilGEPS, PPA Website and other conspicuous places at PMO NCR-South, PMO NCR North and PPA Head Office.
Issuance of Bid Documents	December 30, 2023 to January 10, 2023	Supply and Property Unit, PMO NCR-South
Pre-Bid Conference	January 5, 2023 10:00 AM	Conference Room, 2/F PMO-NCR-South Administration Bldg., Port Area, Manila
Inspection of Unserviceable Properties	January 6, 2023 2:00PM – 4:PM January 9, 2023 9:00 AM – 11:00AM	South Harbor, Port Area, Manila
Submission of Sealed Bids	January 11, 2023 9:00AM	Conference Room, 2/F PMO-NCR-South Administration Bldg., Port Area, Manila
Opening of Sealed Bids	January 11, 2023 9:30 AM	Conference Room, 2/F PMO-NCR-South Administration Bldg., Port Area, Manila

Sealed bids shall be submitted manually not later than 9:00AM, January 11, 2023, Wednesday at the PMO NCR-South Conference Room, 2/F, PMO NCR-South Administration Bldg., South Harbor, Port Area, Manila, and addressed to as follows:

Ms. CATHERINE R. ESTO
Chairperson, PMO NCR-South Disposal Committee
PMO NCR-South Administration Building, South Harbor, Port Area, Manila

The PPA reserves the right to reject any or all bids, declare a failure of bidding at any time prior to the issuance of Notice of Award without thereby incurring any liability.

CATHERINE R. ESTO
 Acting Port Manager, PMO-NCR South /
 Chairperson, PMO NCR-South Disposal Committee

PORT MANAGEMENT OFFICE FOR NCR-SOUTH
DISPOSAL COMMITTEE

TERMS OF REFERENCE (TOR)

FOR THE

SALE AND DISPOSAL OF ONE (1) LOT VARIOUS SCRAP STEEL MATERIALS FROM CONSTRUCTION/REPAIR/IMPROVEMENT OF PORT FACILITIES AND ONE (1) UNIT UNSERVICEABLE GENERATOR SET ON AN "AS-IS-WHERE-IS" BASIS.

1. BACKGROUND

The Port Management Office of NCR-South (PMO NCS), in line with the property and asset management program of the Philippine Ports Authority, is conducting sale and disposal through public auction of one (1) lot of various scrap steel materials from the construction of port facilities and one (1) unit of unserviceable generator set. These unserviceable properties are recommended to be disposed by the Disposal Committee as covered by its Resolution No. 01-2022 issued on December 6, 2022 and the Authority to Dispose approved by the PPA General Manager on December 20, 2022.

2. OBJECTIVE

The unserviceable properties have exceeded its economic value for their productive and safe utilization. The government estimated spending for repair, reconditioning and more frequent maintenance work outweighs the safe and beneficial service of equipment. On the other hand, the scrap and salvage materials are from the demolished PNR Building which were temporarily stored at Block 162 to facilitate container yard expansion project at South Harbor.

The immediate disposal of these properties is being pursued to avoid deterioration and/or dispense the government from unnecessary expense for the provision of security personnel to prevent pilferage. The PMO desires to generate fair returns for the Government from the sale proceeds.

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3. SCOPE OF PUBLIC AUCTION

Public auction for the sale and disposal of turned over properties to PPA PMO NCR-South by "lot" is covered with Inspection and Inventory Report of Unserviceable Property (IIRUP) consisting of the following:

- 3.1 One Lot (1) of various scrap steel materials from the construction/repair/improvement of port facilities at South Harbor¹
- 3.2 One (1) unit of unserviceable generator set²

4. MODE OF SALE AND DISPOSAL

The auction shall be on "**AS-IS, WHERE-IS**" basis.

- 4.1 A bidder/s shall bid on ALL items of one (1) unit unserviceable property and one (1) lot salvage/waste materials.
- 4.2 The bidder shall provide all necessary resources and organize all attendant activities for the removal and hauling of unserviceable properties from the port premises within the duration of sixty (60) calendar days from the issuance of Order to Release and Notice to Proceed (NTP). For this purpose, a Work Schedule and Methodology shall be prepared and submitted, and shall form as an integral part of the Bid.
- 4.3 The winning bidder shall be allowed to remove and withdraw all items in batches provided that the entire lot shall be withdrawn from the port premises at the end of the work period. Otherwise, a storage fee shall be charged in the amount of One Thousand Pesos (PhP1,000.00) per square meter per calendar day of delay.
- 4.4 All items not removed/withdrawn from the port premises within thirty (30) calendar days after the end of work duration shall be disposed in a manner as may be prescribed by the Disposal Committee and all payments that has been made by the bidder to PMO NCS in connection with the auction including the bid security shall be forfeited in favor of the PPA.

¹ Schedule 2 per IIRUP as of December 31, 2022

² Schedule 3 per IIRUP as of December 31, 2022

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- 4.5 It shall be understood that the participating bidders have inspected and assessed the subject unserviceable properties located at Block 162, South Harbor, Port Area, Manila.

5. PRE-BID ACTIVITIES

- 5.1 Inspection of items to be bid on shall be scheduled and conducted in coordination with the Disposal Committee or its duly designated representative.
- 5.2 Pre-bid conference shall be held to provide bidders the opportunity to clarify from the Disposal Committee any issues regarding the bidding.
- 5.2.1 An interested bidder's representative attending the pre-bid conference should present a written authorization showing that he/she is authorized to represent the Company in the pre-bid conference.
- 5.2. At the pre-bid conference, **only those who purchased the Bidding Documents** shall be allowed to raise or submit written queries/clarifications.

6. PREPARATION OF BID

- 6.1 Bids shall be prepared on the prescribed Bidding Forms and in strict compliance with the requirements as indicated in the INSTRUCTIONS TO BIDDERS (ITB). Bids not in accordance with the prescribed form or unsigned shall be considered invalid and automatically disqualified. Erasures/modifications, if any, must be duly initialed by the bidder.
- 6.2 The bid price shall be inclusive of twelve percent Value-Added Tax (12% VAT).
- 6.3 The prospective bidder shall submit a bid for ALL the Schedules to be disposed, in accordance with what is indicated in Section 3.0 of this TOR.
- 6.4 Bid Security/Bond in the form of cash, Manager's/Cashier's Check shall be submitted together with the bid proposal in the amount of ONE HUNDRED THOUSAND PESOS (PhP100,000.00). The same shall be returned to non-winning Bidders immediately upon conferment of Notice of Award to the winning Bidder. The Bid Bond of the winning bidder shall be non-refundable, and shall be considered as the last payment for the auctioned items per Section 4.6 of the ITB.

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- 6.5 The required Bid Security/Bond shall be stated in Philippine Peso and posted in favor of PPA.

7. SUBMISSION, OPENING OF BIDS AND AWARD

- 7.1 There should be at least one (1) submitted bid proposal for the public auction to proceed.
- 7.2 Bid proposal submitted late shall be not be accepted. The Bidder or its Representative authorized thru a Special Power of Attorney shall register with the Secretariat by signing in the Bidder's Register Sheet before dropping its sealed Bid Tender at the designated bid box on or before 9:00 AM, January 11, 2023, Wednesday at the Conference Room, PMO NCS 2/F Admin. Bldg., South Harbor, Port Area, Manila.
- 7.3 A bidder may withdraw its tender before the opening of bids and shall be returned unopened. Once the opening of bids has started, no bidder shall be allowed to withdraw its tender.
- 7.4 The Disposal Committee shall open all bids received at the date, time, and place set in the Invitation to Bid. Bidders or their authorized Representatives with Special Power of Attorney may witness the proceedings.
- 7.5 The Disposal Committee shall declare the highest Bidder the winner provided that the bid is not lower than the floor price as indicated in the Invitation to Bid. Award shall be given to the highest complying Bidder.
- 7.6 Should there be two or more Bidders who submit the same bid price, the tie will be broken by toss coin.
- 7.7 The winning Bidder shall be given the Notice of Award and, Order to Release and Notice to Proceed, upon submission of Performance Bond of One Hundred Thousand Pesos (PhP100,000.00) in the form of cash or Manager/Cashier's Check. No transfer of the award shall be honored by PPA.
- 7.8 In cases when no bid was submitted or when all submitted bids are lower than the floor price the bidding shall be declared a failure, and the sale of unserviceable properties shall be subject to rebidding.

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8. IMPLEMENTATION OF DISPOSAL ACTIVITIES

- 8.1 Withdrawal of all bid items may be done in batches and shall be made during official working hours, Monday to Friday 8:00 AM to 5:00 PM. In cases where withdrawal will be conducted outside of the official working hours, a Notice shall be given to PPA, thru the Manager, Resource Management Division, PMO-NCR South within three (3) calendar days before the scheduled withdrawal.

In any case, withdraw shall be allowed only when appropriately covered by Gate Passes issued by PPA PMO NCR-South representative/s duly designated by the Disposal Committee.

- 8.2 If warranted, only the winning bidder's authorized representatives with Authorization Letter may request for the extension time to withdraw the items from location/storage areas no later than fifteen (15) calendar days before the 60-day work period lapses.
- 8.3 The winning bidder or his/her authorized representative with Special Power of Attorney is required to personally pay, withdraw and/or submit the request for extension of withdrawal of the awarded unserviceable properties.
- 8.4 The winning bidder shall shoulder all other incidental expenses, in addition to the purchase price, on the sale, removal and disposal of unserviceable properties, including but not limited to the following:
- 8.4.1 Dismantling of the items and the use of needed lifting equipment, inclusive of supplies, and labor for the loading and unloading.
- 8.4.2 Cost of weighing, transport or hauling of the items by land and/or waterways including attendant loading and unloading.
- 8.4.3 Cost of traffic management during the transport/disposal of items.
- 8.4.4 Processing of Authority to Transact, bonds and insurance, clearance for environment, health and safety that maybe required by Asian Terminals, Inc., PPA and other regulatory agencies in the work area.

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- 8.4.5 Clearing and cleaning of temporary storage area from debris and other waste materials, if warranted.
- 8.4.6 Payment of all taxes and other impositions that may be levied upon each activity by Government or its agencies and instrumentalities.
- 8.4.7 All other financial obligations that may arise in the course of the performance of its obligations as set in this TOR.
- 8.5 All liability of the winning bidder incurred for the acquisition of services, supplies and manpower by reason of executing the sale and disposal of auctioned items, shall be solely assumed by the winning bidder.

BY THE PMO-NCR SOUTH DISPOSAL COMMITTEE



MA. LUZ D. EDRALIN
Administrative Officer IV /
Member, Disposal Committee



AMBROCIO O. ILAO
Manager, Resource Management Division /
Member, Disposal Committee



CATHERINE R. ESTO
Acting Port Manager
Chairperson, PMO NCR South Disposal Committee