

INSTRUCTIONS TO BIDDERS

A. Inspection of the subject properties

Subject properties consisting of cut logs and wood debris derived from issued tree cutting permits are for sale and available for viewing from NOVEMBER 29, 2021 to DECEMBER 13, 2021 at the DENR-NCR Production Nursery, North Avenue, Diliman, Quezon City.

B. Schedule of Public Bidding

The public bidding shall be conducted on an “as is, where is” on a 340.52 m³ of assorted cut logs and wood debris by the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products on DECEMBER 14, 2021, 10:00 AM.

C. Qualification of Bidders

Individuals, partnerships, and/ or corporations are qualified to participate in the bidding, subject to the submission of qualification documents, as may be required by the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products

D. Floor Price

A floor price of the property has been set in accordance with accounting and auditing rules and regulations in the amount of **Ninety One Thousand Seven Hundred Forty Nine Pesos and Seventy One Centavos (Php 91, 749.71)**

E. Submission of Bids and Bid Bonds

1. The bid must be submitted using the company’s/firm’s or personal letterhead to the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products Secretariat at DENR-NCR Production Nursery, North Avenue, Diliman, Quezon City, in a sealed envelope and shall be labelled with the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products; the bidder’s name; address; and contact number;
2. A Bid Bond amounting to 10% of the minimum bid price in the form of cash, must be submitted and placed inside the sealed bid envelope. Bid submitted below the floor price and/or without the corresponding Bid Bond shall be disqualified;
3. A Tender Box shall be made where bidders should place their bids; and
4. Deadline of submission of bids is on **DECEMBER 13, 2021, 5:00 PM.** Bid submitted beyond said deadline shall not be accepted.

F. Opening of Bids

1. Opening of bids will immediately follow after the deadline of submission of bids in the presence of at least two (2) DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products member and the bidders who chose to attend;
2. A bid submitted cannot be prepared by the deadline of submission of bids;
3. An abstract of bids shall be prepared by the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products Secretariat for reference.

G. Awarding of Bids

1. Award shall be made to the highest bidder;
2. In case of a tie, the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products will resort to non-discretionary criteria (toss coin or draw lots) to determine the winning bidder;
3. If the winning bidder refuses to accept the award, said bidder will be blacklisted and shall not be allowed to participate in future biddings. The next highest bidder shall be awarded the bid, so forth and so on.

H. Performance Security

1. A Performance Security amounting to 5% of the total contract price in the form of cash (Philippine peso) must be submitted by the winning bidder to guarantee its faithful performance prior to the signing of the contract, in accordance to the bidding documents;
2. The performance security shall remain valid until issuance of the Certificate of Final Acceptance; and
3. The performance security may be released by the DENR-NCR after the issuance of the Certificate of Final Acceptance, subject to the following conditions:
 - a) DENR-NCR has no claims filed against the contract awardee or the surety company;
 - b). It has no claims for labor and materials filed against the contractor; and
 - c). Other terms of the contract.
4. Failure to comply by the winning bidder under this item shall declare failure of bidding and bid bond shall be forfeited and said bidder will be blacklisted and shall not be allowed to participate in future biddings. The next highest bidder shall be awarded the bid, so forth and so on.

I. Payment

1. One-time payment in cash shall made within five (5) calendar days from the date of opening bids or issuance of the Notice of Award, whichever comes earlier;
2. An Official Receipt shall be issued by the DENR-NCR Disposal Committee of Turned-Over and Confiscated Forest Products covering the payment made by the winning bidder; and
3. In case the winning bidder fails to make payment within the prescribed period, said bidder will be blacklisted and shall not be allowed to participate in future biddings. The next highest bidder shall be awarded the bid, so forth and so on.

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

1. The winning bidder shall be given ten (10) 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 subject 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, the award shall be revoked/cancelled. The next higher bidder shall be awarded the bid, so forth, so on.

K. Forfeiture/ Return of the Bid Bond

1. The Bid Bond shall be forfeited in favor of the DENR-NCR in the following instances:
 - a). If the winning bidder refuses the award;
 - b). In case the winning bidder fails to make the payment within the prescribed period;
 - c). In case the winning bidder fails to post the required performance security;
 - d). If the winning bidder fails to complete the pick-up/ hauling of the property 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.

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 are below floor price and subject conditions.

CONFORME:

Name & Signature of Bidder's Authorized Representative

Position

Date