

**INVITATION TO BID**

**Negotiated Sale for the Disposal of two (2) units  
of Unserviceable Motor Vehicle**

The Department of Social Welfare and Development – Central Office, through its Property Disposal and Awards Committee (PDAC), hereby invites all interested parties to a negotiated sale for the disposal through sale on an “as-is-where-is” basis, of the hereunder unserviceable motor vehicles, to wit:

NO.	DESCRIPTION	PLATE NO.	MINIMUM BID PRICE PER UNIT
1	Hyundai Aero Space Bus 2012	SKV-637	<b>₱218,698.34</b>
2	Nissan Urvan 2013	SKP-590	<b>₱59,554.00</b>

The aforementioned minimum bid price was derived from the approved appraised value. However, due to two (2) consecutive failed biddings, the disposal of the aforementioned motor vehicles shall be sold on **NEGOTIATED SALE**. The negotiation shall be done at a negotiated price/offer **not lower than eighty percent (80%)** of the minimum bid price set by PDAC.

Bid forms can be secured electronically by registering through this link <https://forms.gle/JUh2B2oZWLyabSeq7> until 4:00 P.M. of March 31, 2026. The complete set of bidding documents will be sent to the prospective bidder’s registered email account after completion and successful online registration.

Prospective bidders may inspect the abovementioned unserviceable and no longer needed DSWD motor vehicles at the DSWD – Central Office, Batasan Complex, Quezon City, starting **March 25-31, 2026, 8:00 A.M. to 4:00 P.M.**

The accomplished bid form shall be placed inside **A SEALED ENVELOPE**, signed and properly labeled, containing the company name, address, contact number, and bid form number on the face of the envelope. The sealed bid tender must be submitted to the PDAC Secretariat at **Property Supply and Asset Management Division (PSAMD) Warehouse 1, Ground Floor, Matapat Bldg.** not later than **8:30 A.M. of April 1, 2026, (Wednesday)**. The bidder shall enclose in a sealed envelope the following:

- a. Fully-accomplished Bid Form;
- b. Minimum bond equivalent to at least ten percent (10%) of the Total Bid Offer in the form of cash, cashier’s check, or manager’s check; and
- c. Original Authority Letter, Original/Certified True Copy (CTC) of Latest Notarized Special Power of Attorney (SPA) for Sole Proprietor and Partnership Company or Corporate Secretary’s Certificate for Corporation, in case the duly authorized representative is attending the public bidding. (In case of CTC of SPA, the same must be signed by the principal)

Opening and deliberation of sealed bids shall be at **9:30 A.M.** of the same date. Bidders/Representatives can participate and witness the opening of bids through video conferencing or webcasting, such as but not limited to Google Meet or Zoom Platforms. The joining link will be forwarded to the bidder’s registered email address before the scheduled opening and deliberation of sealed bids.

The PDAC will hold a Pre-Bid Conference happening on **March 31, 2026**, at 2:00 P.M. via Google Meet link <https://meet.google.com/hdp-tvks-zre>, which shall be open to all registered prospective bidders.

It is understood that the award of sale shall be based on the **BEST/HIGHEST OFFER** received. The winning bidder must submit the technical/documentary requirements prior to the issuance of the notice of award.

**Technical/Documentary requirements to be submitted:**

1. Copy of a valid government-issued Identification Card (ID) of the Bidder and his/her representative with three (3) original specimen signatures;
2. Copy of a valid Business/Mayor's Permit; In case of submission of the expired permit, the electronic receipt and/or e-copy of Business/Mayor's Permit issued by the Local Government Unit will be accepted as proof that the bidder has applied for the renewal of the permit; and

The DSWD-Central Office hereby reserves the right to reject any or all bids, to waive any formality therein, or to accept such bid/s that may be considered most advantageous to the government. For further information, you may contact the PDAC Secretariat through telephone no. (02) 8931-91-45 or email at [pdacsecretariat@dswd.gov.ph](mailto:pdacsecretariat@dswd.gov.ph).

Let copies of this Invitation to Bid be posted at the DSWD website and/or at least on three (3) conspicuous places within the DSWD premises, and disseminate the same to as many government agencies as possible within the locality for posting on their bulletin boards for the information of the general public.

**ATTY. GINA V. WENCESLAO**

Assistant Secretary for Peace and Development Group  
Chairperson, Property Disposal and Awards Committee

Date: \_\_\_\_\_