



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES
BOTSCHAFT DER REPUBLIK DER PHILIPPINEN
BERLIN

INVITATION TO BID (ITB)

Sealed bids for sale of VARIOUS UNSERVICEABLE EQUIPMENT/ASSORTED MATERIALS on "AS IS, WHERE IS" basis will be received by the Disposal Committee of the Embassy of the Republic of the Philippines, Luisenstrasse 16, 10117 Berlin, Germany, on **25 September 2023 at 10:00 AM** at the **Philippine Embassy** basement, at which place, time and date bids will be opened in the presence of the bidders of their duly authorized representatives.

The bid for the herein Lot shall be quoted at Two thousand one hundred ninety Euro and eighteen cents (EUR 2,190.18) as the floor price for the following:

ITEM / DESCRIPTION	Quantity	Location	Amount
Adding Machines and Counterfeit Money Detector	1 Lot	Philippine Embassy, Luisenstrasse 16, 10117 Berlin	94.01
Desktop Computers & Accessories, Printers & scanners, Fax Machines, and Shredders, DVD Player, Amplifier, Mixer, Speakers, & Microphone Console, Typewriter			1,746.65
Mobile Phones and GPS Navigator			199.00
Vacuum Cleaners, Portable Stove and Water Cooker			31.52
Floor / Foot Mats			119.00
TOTAL FLOOR PRICE			EUR 2,190.18

Relative thereto, a pre-bid conference will be conducted on **22 September 2023 at 10:00 AM** at the Philippine Embassy Conference Room to discuss, among others, the Terms of Reference. The deadline for submission of bids will be on **25 September 2023 at 09:30H**, and bid opening will be on **25 September 2023** at 10:00H at the Philippine Embassy Conference Room.

For inspection of the above items (scheduled from 20 to 22 September 2023 and securing of bid documents, please contact Ms. Mylah Ann C. Rubio, Property Officer of the Embassy of the Republic of the Philippines, contact number +49 (0) 30 864 95 0 - 403.

Sealed bid offers shall be submitted to the Disposal Committee together with the Bidder's Bond (BB) amounting to 10% per lot. The 10% bond shall be forfeited if the full price is not paid by the winning bidder within the prescribed period in the Notice of Award and to Proceed (NAP).

Subject Bidder's Bond will be returned to the non-winning bidders right after the award, and for the winning bidder, BB shall form part of their payment.

In case of a "Tie" among bidders, which takes place when two or more bidders offer the same price quotation, all concerned bidders of their duly authorized representative shall

appear after the conduct of the bidding and witness the drawing of lots. This shall be the basis to determine the winning bidders based on sheer luck or chance corollary to the Government Procurement Policy Board (GPPB) Circular No. 06- 2005 dated 05 August 2005. The "drawing of lots" shall be conducted by the Disposal Committee in the presence of the concerned bidders on their duly authorized representatives and a representative from the Office of the COA Auditor.

Upon payment of the full price, the winning bidder shall receive the unserviceable properties/assorted materials and must haul the same within seven (7) working days.

The ITB will be posted in at least three (3) public places in the locality and on the Embassy's Website. The Philippine Embassy reserves the right to reject any or all bids, thereof, waive any informality found therein, or accepts such bids or award to any interested party/bidder whose bid is considered most advantageous to this Embassy and/or the government.



GERARDO P. ABIOG

Chairperson, Disposal Committee
Embassy of the Republic of the Philippines
Luisenstr. 16, 10117 Berlin