



## INVITATION TO BID

(Mode of Disposal: Public Auction)

### DISPOSAL OF UNSERVICEABLE PROPERTIES (OFFICE EQUIPMENT)

The Civil Service Commission-National Capital Region (CSC-NCR), invites interested bidders/buyers/individuals to submit SEALED BID PROPOSALS for the sale of unserviceable properties described below located at the CSC-NCR, No. 25 Kaliraya Road, Quezon City compound, on "As is, Where is" basis through Public Auction (Public Bidding) at the CSC-NCR, No. 25 Kaliraya Street, Quezon City:

Quantity / Unit	Particulars	Item Description
1	CPU	CASE MODEL "FORTRESS"
1	CPU	HP PRO DESK 600
1	KEYBOARD	AD TECH
1	MONITOR	AOC
1	MONITOR	AOC
1	MONITOR	HP
1	CPU	CASE MODEL "HP"
1	CPU	CASE MODEL "FLEX"
1	CPU	CASE MODEL "FORTRESS"
1	CPU	CASE MODEL "FLEX"
1	CPU	CASE MODEL "FORTRESS"
1	CPU	CASE MODEL "FORTRESS"
1	CPU	CASE MODEL "ACER"
1	CPU	ACER INTEL
1	CPU	Acer CPU, NOC Monitor, A4tech keyboard, Genius Mouse
1	CPU	CASE MODEL "FORTRESS"
1	CPU	CASE MODEL "ACER"
1	CPU	CASE MODEL "POWER LOGIC"
1	CPU	CASE MODEL "HP"
1	FAX MACHINE	BROTHER
1	FAX MACHINE	BROTHER
1	FAX MACHINE	BROTHER
1	FAX MACHINE	BROTHER
1	PRINTER	LASER PRINTER

**Bawat Kawani, Lingkod Bayani**

1	PRINTER	ESPON LX 310
1	PRINTER	HP LASER JET P1102
1	PRINTER	Samsung Laserjet with flatbed and ADF
1	PRINTER	BROTHER PRINTER
1	PRINTER	LASER PRINTER SAMSUNG
1	PRINTER	EPSON STYLUS PHOTO 1390
1	FAX MACHINE	Multi-function FAX, printer, copier, monochrome laser
1	LAPTOP	ACER TRAVEL MATE I5
1	LAPTOP	HP PAVILLION I13
1	LAPTOP	NE2
1	LAPTOP	PC INTEL DUAL CORE
1	LAPTOP	ACER TRAVEL MATE P259
1	LAPTOP	ACER TRAVEL MATE P259
1	LAPTOP	ACER TRAVEL MATE P259
1	LAPTOP	ACER E5-471
1	LAPTOP	Acer Travel mate P2 TMP 259-G2-MG
1	LAPTOP	HP USB EXTERNAL DRIVE
1	LAPTOP	HP ProBook 430 G3 iCore3
1	FINGERPRINT SCANNER	BIOMETRIC EMPLOYEE
1	FINGERPRINT SCANNER	biometric finger scanner for time and attendance, grey
1	MONITOR	AOC LCD
1	TELEVISION	MONITOR FOR CC TV 24 INCHES
1	MONITOR	HP PRO DISPLAY P191
1	PRINTER	Samsung Xpress M2875 FD
1	PRINTER	BROTHER PRINTER
1	PRINTER	SINGLE FUNCTION MONO PRINTER, WIRELESS
1	PRINTER	SAMSUNG LASER MULTIFUNCTION
1	PRINTER	EPSON PRINTER INDUSTRIES
1	PRINTER	PRINTER HP MONOCHROME
1	PRINTER	SAMSUNG LASER PRINTER
1	FAX MACHINE	BROTHER FAX MACHINE
1	PRINTER	SAMSUNG LASER MALFUNCTION
1	PRINTER	EPSON CX-310
1	PRINTER	Laser printer, monochrome, black
1	PRINTER	EPSON LX-310
1	PRINTER	FAX 2840 INFUNCTION PRINTER
1	FAX MACHINE	BROTHER FAX MACHINE
1	UPS	INFINITE BRAND
1	UPS	PHOENIX BRAND
1	UPS	PHOENIX BRAND
1	AVR	POWER GRID
1	BIOMETRIC	DAVID LINK
1	OVEN TOASTER	oven toaster
1	COFFEE MAKER	water and coffee boiler
1	SHREDDER	PAPER SHREDDER
1	CUTTER	PAPER CUTTER
1	CPU	CASE MODEL "FORTRESS"



1	MONITOR	AOC LCD
1	KEYBOARD	AOC
1	MONITOR	HP PRO DISPLAY P191
1	MONITOR	HP V194
1	CPU	FORTRESS
1	CPU	FORTRESS
1	CPU	SHUNDA
1	UPS	FPS FP600
1	MONITOR	AOC LCD
1	MONITOR	HUNTKEY LCD
1	WATER DISPENSER	TOPLOAD, UK BRAND
1	WATER DISPENSER	TOPLOAD, KYOWA BRAND
1	WATER DISPENSER	COLD AND HOT, YELLOW KYOWA
1	WATER DISPENSER	TOPLOAD, BRAND
1	WATER DISPENSER	Dowell brand, black, bottom water source, hot and cold function,
1	WATER DISPENSER	BOTTOMLOAD, DOWELL BRAND
1	AIRCON UNIT	WINDOW TYPE AIRCON
1	AIRCON UNIT	WINDOW TYPE AIRCON
1	AIRCON UNIT	CEILING TYPE, KOPPEL
1	PRINTER	CANON F158200
1	MONITOR	ACER LCD 5200HQL
1	MONITOR	AOC 195LM00002
1	DRIVE DVD	HP USB EXTERNAL
1	MOUSE	HP 686121-001
1	UPS	EATON 5L
1	UPS	EATON 5L
1	LAPTOP	TRAVEL MATE P26 SERIES
1	LAPTOP	TRAVEL MATE P26 SERIES
1	UPS	APX 720
1	UPS	APC BX 650 LIMS
1	MONITOR	ANBONN L-9D2SW
1	MONITOR	HP PAVILLION 20FI
1	MONITOR	AOC LCD
1	MONITOR	ANBONN L-9D2SW
1	MONITOR	HANNSPREE LCD MONITOR
1	MONITOR	AOC LCD
1	MONITOR	HANNSPREE LCD MONITOR
1	KEYBOARD	ACER PR1101
1	KEYBOARD	ACER AK9625
1	KEYBOARD	ACER AK9625
1	KEYBOARD	HP KBRF7171
1	KEYBOARD	HP SK2025
1	UPS	PANASONIC

1	UPS	APX 700
1	UPS	BLAZE 650VA
1	UPS	APX 720
1	UPS	KEBOS
1	UPS	KEBOS
1	UPS	EATON 5L
1	UPS	EATON 5L
1	UPS	KEBOS
1	UPS	BLAZE 650VA
1	UPS	SECURE
1	OVEN	FUJIDENZO
1	FLAT SCREEN TV	SAMSUNG
1	UPS	BLAZER 650 VA
1	UPS	PHOENIX VA650
1	UPS	APX 720
1	UPS	SECURE
1	UPS	EATON 5L
1	UPS	PHOENIX VA650
1	UPS	APX 720
1	UPS	ML 720
1	UPS	INTEX
1	ROUTER	LINKSYS
1	ROUTER	ZYXEL P600 SERIES
1	ROUTER	ELECTRIC BLOWER
1	ROUTER	ZTE
1	PORTABLE DVD	SAMSUNG
1	PORTABLE DVD	SAMSUNG
1	MONITOR	HANNSPREE
1	MONITOR	HP PAVILION 20FI
1	MONITOR	ANBONN
1	CPU	VERITON X840G
1	UPS	PHOENIX VA 650
1	OVEN	KYOWA
1	UPS	BLAZER 650 VA
1	PRINTER	SAMSUNG ML 1660
1	PRINTER	CANON F158200
1	PRINTER	EPSON LX 310
1	PRINTER	EPSON LX 310
1	CIRCUIT BREAKER	GIANT 500
1	UPS	EATON 5L
1	UPS	SECURE
1	EXECUTIVE CHAIR	HIGH BACK REST FABRIC UPHOLSTERED
1	JR.EXECUTIVE CHAIR	MID BACK REST FABRIC UPHOLSTERED
1	JR.EXECUTIVE CHAIR	MID BACK REST FABRIC UPHOLSTERED



1	JR.EXECUTIVE CHAIR	MID BACK REST FABRIC UPHOLSTERED
1	OFFICE CHAIR	LOW BACK REST WITH ARM REST, SWIVEL
1	OFFICE CHAIR	LOW BACK REST WITH ARM REST, SWIVEL
1	OFFICE CHAIR	LOW BACK REST WITH ARM REST, SWIVEL
1	TV	LED TV 50 "
1	SALA SET	L TYPE FABRIC
1	AIRCON UNIT	WINDOW TYPE AIRCON, CARRIER BRAND
1	AIRCON UNIT	WINDOW TYPE AIRCON, CONDURA BRAND
1	MONITOR	HANSPREE HSG 1066
1	MONITOR	AOC 195L M00002
1	MONITOR	AOC 195L M00002
1	MONITOR	AOC 195L M00002
1	KEYBOARD	ASUS KBS260
1	KEYBOARD	HP SK 2025
1	KEYBOARD	A4 TECH KRS 85
1	MOUSE	A4 TECH OP 720
1	PRINTER	EPSON LX 310
1	KEYBOARD	A4TECH MODEL KRS-85
1	KEYBOARD	ASUS KB5260
1	KEYBOARD	ASUS KB5260
1	KEYBOARD	A4TECH MODEL KRS-85
1	KEYBOARD	ASUS KB5260
1	LAPTOP CHARGER	HP HQ TRE 71025
1	MOUSE	GAMING MOUSE RISE X3
1	TV	SAMSUNG LA32D403E2
1	OVEN	GALANZ
1	ELECTRIC FAN	STAND FAN
1	ELECTRIC FAN	STAND FAN BB 626B
1	TV LCD	SAMSUNG BRAND CT21A630FLKXXP
1	ELECTRIC FAN	STAND FAN UNION
1	ELECTRIC FAN	STAND FAN UNION
1	STEEL CABINET	4 DRAWERS
1	STEEL CABINET	4 DRAWERS
1	STEEL CABINET	3 DRAWERS 1 VAULT
1	SPEAKER	SPEAKER 1000WATTS
1	POWER TOOLS	ELECTRIC DRILL BLACK DECKER
1	POWER TOOLS	ELECTRIC DRILL MAKITA
1	POWER TOOLS	ELECTRIC DRILL MAKITA
1	KIOSK	KIOSK
1	PRESSURE WASHER	KAWASAKI
1	POWER TOOLS	ANGLE GRINDER - MAXELL BRAND
1	ROUTER	FOR CCTV
1	ROUTER	FOR CCTV
1	DESKTOP PC	i7, 8GB 1 TB,21, inch monitor, KB, Mouse
1	FAX MACHINE	telefax 2840
1	LAPTOP	Toshiba

1	FAX MACHINE	Brother Fax 236
1	TELEPHONE	MITEL TELEPHONE IP420
1	TELEPHONE	NEC SERIES 1.0
1	TELEPHONE	PLDT TELEPHONE
<b>*<u>Government Minimum Bid Price/ Floor Price: P12,000.00</u></b>		

Interested Bidders shall be required to observe the following rules:

1. Interested bidders may inspect the unserviceable properties at the CSC-NCR, No. 25 Kaliraya Street, Doña Josefa, Quezon City, before the deadline set for submission of sealed proposals;

(For the Official Bid Forms and further inquiries, you may contact the CSC-NCR Disposal Committee Secretariat, Ms. Jocelyn H. Sarol, Mr. Ralph Lawrence G. Derecho, and Mr. Adrian L. Montemayor at telephone number (02) 8741-6097).

2. Deadline for submission of sealed Bid Forms is on **11 December 2024 at 4:00 PM**. Late bids shall not be accepted;
3. The Opening of Sealed Bid Forms shall be on **13 December 2024 at 10:00 AM**;
4. The bidder who submits the highest bid shall be informed by the CSC-NCR through a Letter of Notice of Award;
5. Full payment of the BID AMOUNT must be made by the winning bidder to the CSC-NCR Cashier **within three (3) days after the date of issuance of the Notice of Award**;
6. The winning bidder is required to remove the unserviceable properties from the CSC-NCR compound within three (3) days after full payment of the bid price; and
7. In the event that the winning bidder fails to make full payment on the aforementioned deadline, and/or fails to remove the said unserviceable properties from the CSC-NCR compound within the prescribed period, the award given shall be revoked.

Additionally, any payment made by the winning bidder, who failed to remove the unserviceable properties from the CSC NCR compound shall be forfeited in favor of CSC-NCR and the unserviceable properties shall be made available to the next highest bidder.

The members of the CSC NCR Regional Property and Equipment Disposal Committee, its secretariat and their relatives within the fourth degree of consanguinity or affinity shall not be allowed to participate in the said public auction.

The CSC-NCR warns that collusion among bidders or with CSC officials or employees to defraud the government shall be dealt with accordingly.



This invitation shall be posted/advertised in the website and bulletin board of the CSC-NCR.

The CSC-NCR Regional Property and Equipment Disposal Committee (RPEDC) reserves the right to reject any or all bids, to waive any defects or informality of the bids received, to accept the bid most advantageous to the CSC-NCR, and that this office does not guarantee that an award will be made. The decision of the CSC-NCR in this regard shall be final and binding.

For the guidance of interested parties, below is the schedule of bidding activities:

**SCHEDULE OF BIDDING ACTIVITIES**

ACTIVITY	DATE/TIME
a) Posting of "Invitation to Bid" in the CSC-NCR Bulletin Board and website	4-11 December 2024
b) Issuance of "Bid Form/Offer to Buy" to interested bidders/buyers/individuals  b.1 Interested bidders/buyers/individuals may obtain further information from the Secretariat at telephone no. (02) 8741-6097;  b.2 All participating bidders/buyers/individuals are enjoined to visit and inspect the items for auction.	Within the posting period
c) Deadline for Submission of Bid Forms	11 December 2024
d) Opening of Sealed Bid Forms	13 December 2024

All communications pertaining to this Invitation to Bid should be addressed to the Chairman of CSC-NCR BAC through its Secretariat.

  
**ATTY. MARY GRACE P. DUGAY**  
Chairperson, CSC-NCR RPEDC