



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Regional Field Office 13  
Capitol Site, Butuan City 8600

## INVITATION TO BID

ITB No: 2023-01

Date : 04/12/2023

Dear Sir/Madam:

Department of Agriculture-Caraga through the Disposal Committee invites prospective bidders for a **Public Bidding of Animals for Culling in "As Is - Where Is" basis.**

If interested, place your Bid Proposal in a sealed envelope indicating the ITB Bid Number, your name, address and contact number/s on or before **April 17, 2023 at 1:00 PM** at RES-Trento, Agusandel Sur.

A complete set of the Bid Proposal Form and Instruction to Bidders (ITB) can be acquired at RES-Trento prior to the Opening of Bids. Unsigned proposal and proposal below the floor price shall be disqualified.

List of animals for culling are as follows;

Lot No.	Description	Floor Price
1	<b>Sheep</b> -Tag No.: 817 Bread: Dorper Sex: Female Age : 13 years old	₱70.00/kilo
	-Tag No.: 5560 Bread: Katahdin Sex: Female Age :7 years and 11 mos.	₱70.00/kilo
	-Tag No.: WPR-39 Bread: Katahdin Sex: Female Age : 8 years and 2 mos.	₱70.00/kilo
	-Tag No.: WPR-43 Bread: Katahdin Sex: Female Age : 7 years and 11 mos.	₱70.00/kilo
	-Tag No.: NF-2149 Bread: Katahdin Sex: Female Age : 8 years	₱70.00/kilo



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Lot No.	Description	Floor Price
1	<b>Sheep</b> -Tag No.: 1836 Bread: Dorper Sex: Female Age : 4 years and 11 mos.  -Tag No.: 151126 Bread: Katahdin Sex : Male Age : 7 years and 2 mos.	₱70.00/kilo  ₱70.00/kilo
2	<b>Ducks</b> Breed: ItikPinas No. of Heads: 968 Age: 2.5-3.33 years old	₱50.00/kilo

For more details, please refer to Instruction to Bidders.

Very truly yours,

**JOHNNY M. CONCON**

Chairman, Bids and Awards Committee on Disposal



## **INSTRUCTION TO BIDDERS**

Attachment to ITB No. 2023-01

Disposal of Animals for Culling at RES-Trento

### **A. Qualification of Bidders**

Any interested individuals are qualified to participate in the bidding.

### **B. Inspection of Unserviceable Properties**

Animals for culling are available for viewing and inspection during office hours with the assistance of RES-Trento personnel from **April 13-14, 2023 between 10:00-11:30 AM and 1:00-3:00 PM** at the RES-Trento, Agusandel Sur.

Prospective bidders must ensure that they have inspected the animals for culling prior to the date of Opening of Bids and shall accept the physical condition and actual state at the time of the public bidding.

### **C. Bid Form**

The bid form and instruction to bidders can be acquired at RES-Trento. It must be secured prior to the Opening of Bids.

### **D. Floor Price**

A floor price of the animal for culling has been set per lot.

Lot 1 - ₱70.00/kilo for 7 heads Sheep

Lot 2 - ₱ 50.00/kilo for 968 heads Ducks

### **E. Schedule of Public Bidding**

The public bidding shall be conducted on an "as is, where is" basis on **April 17, 2023 at 1:00 P.M.** at RES-Trento, Agusandel Sur.

### **F. Submission of Bids**

- a. The bid must be submitted using the prescribed Bid Proposal Form to the RES-Trento, in a duly signed and sealed envelope. It shall be properly labelled with ITB Number, bidder's name, address and contact number/s. A sealed box shall be made available at RES-Trento where bidders should place their bids. The bid proposal shall be signed by the bidder or his duly authorized representative.
- b. The bid proposal shall be per lot.



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- c. Bids submitted below the floor price and unsigned bids shall be disqualified and shall not be accepted.
- d. Deadline for submission of bids is on **April 17, 2023 at 12:59 P.M.** at RES-Trento Conference Hall. Bids submitted beyond said deadline shall not be accepted.

#### **G. Opening of Bids**

- a. Opening of Bids will immediately follow after the deadline of submission of bids in the presence of members of the Disposal Committee and the bidders who choose to attend and witness by COA representative.
- b. A bid submitted cannot changed or withdrawn after the deadline of submission of bid.
- c. An Abstract of Bids shall be prepared by the Bids and Awards Committee on Disposal.
- d. Should there be a tie in the highest offered price, the concern bidders shall "draw-lots" to break the tie.
- e. The Department of Agriculture reserves the right to reject any or all bids, or any party thereof, waives any formality, requirements or defects contained therein and will accept the offer it considers most advantageous to the government.

#### **H. Bid Bond**

The bid proposal shall be accompanied by the Bid Bond in the form of CASH or Cashier's/Manager's Check Payable to the Department of Agriculture-Caragaequivalent to 10% of the total bid price. A bid without the corresponding Bid Bond or below the required amount shall be disqualified;

The corresponding bid bond must be submitted and presented by the bidder during the actual opening of the respective/individual bid

Such bond shall be refunded to losing bidders after the declaration of the winning bidder while the winning bidder's bid bond shall automatically be considered as partial payment.



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#### **I. Notice of Award**

Award shall be made to the highest and responsive bidder. The highest and responsive bidder shall settle the bid amount in full within five (5) calendar days upon receipt of Notice of Award. In case of failure of payment of the bid price within the required period, the award shall be cancelled and the bid bond shall be forfeited then will be awarded to the next highest bidder.

#### **J. Notice to Proceed**

The Notice to Proceed (NTP) shall only be issued once the highest and responsive bidder paid the full amount of the bid price. The Official Receipt (OR) showing the full payment of the bid price shall be presented to the Chief Administrative Officer which shall serve as the basis for the preparation of the Deed of Sale and the Release Order within five (5) working days upon receipt of the OR.

#### **K. Pull-Out/Taking-out of Awarded Items**

The winning bidder is required to take possession of the subject animals within five (5) working days after receipt of the Release Order, otherwise he shall be charged with daily storage fee in the amount equivalent to one percent (1%) of the floor price of the subject animals or **Five Hundred Pesos (₱ 500.00)** whichever is higher.

The highest winning bidder shall likewise be responsible for the cost of the transfer of the said properties.

**JOHNNY M. CONCON**  
Chairman, Bids and Awards Committee on Disposal



**BID PROPOSAL**

\_\_\_\_\_  
Date

**THE CHAIRMAN**  
Bids and Awards Committee on Disposal  
DA – Caraga Region  
Capitol Site, Butuan City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the public bidding of animals for culling at RES-Trento in "As Is – Where Is" basis, hereunder is our bid offer as follows:

Lot No.	Description	Bid Price
1	<b>Sheep</b> -Tag No.: 817 Bread: Dorper Sex: Female Age : 13 years old	_____
	-Tag No.: 5560 Bread: Katahdin Sex: Female Age : 7 years and 11 mos.	_____
	-Tag No.: WPR-39 Bread: Katahdin Sex: Female Age : 8 years and 2 mos.	_____
	-Tag No.: WPR-43 Bread: Katahdin Sex: Female Age : 7 years and 11 mos.	_____
	-Tag No.: NF-2149 Bread: Katahdin Sex: Female Age : 8 years	_____



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2	Ducks Breed: ItikPinas No. of Heads: 968 Age: 2.5-3.33 years old	<hr/>

Total amount of Bid Proposal (in words and in figure):

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Very truly yours,

\_\_\_\_\_  
Signature over Printed Name of Bidder

\_\_\_\_\_  
Address

\_\_\_\_\_  
Contact No.