

**INVITATION TO BID**

The **CIVIL SERVICE COMMISSION REGIONAL OFFICE 1 (CSC RO1)**, through its Regional Disposal Committee, invites all interested bidders/buyers to bid for the sale of **UNSERVICEABLE SERVICE VEHICLE** on an “**AS-IS-WHERE-IS**” basis, detailed as follows:

LOT	DESCRIPTION	MINIMUM BID PRICE	Location
1	<b>Unserviceable</b> Service Vehicle, ISUZU Sportivo, 2007 Model, Plate No.: SFH 979 (please refer to the attached pictures)	<b>PhP100,000.00</b>	Civil Service Commission Regional Office 1, Quezon Avenue, Brgy. Sevilla, City of San Fernando, La Union

Below is the Schedule of Bidding Activities:

PUBLICATION OF INVITATION TO BID	February 26, 2024 to March 14, 2024
INSPECTION OF UNSERVICEABLE PROPERTIES	February 25, 2024 to March 14, 2024 at 09:00AM to 03:00PM (except Saturdays and Sundays)
ISSUANCE/SELLING OF BID FORMS	February 26, 2024 to March 14, 2024
PRE-BID CONFERENCE	March 15, 2024, 09:00AM
DEADLINE OF SUBMISSION OF BIDS	March 22, 2024, 09:00AM
OPENING OF BIDS ( <i>Late bids shall not be accepted</i> )	March 22, 2024, 10:00AM at the CSC RO1 Conference Room
EVALUATION OF BIDS ( <i>including preparation of necessary documents</i> )	March 22, 2024, 01:00PM
ISSUANCE OF NOTICE OF AWARD	March 25, 2024
SIGNING OF CONTRACT	March 25, 2024 to April 1, 2024
PAYMENT ( <i>in full</i> ) OF THE BID AMOUNT	March 25, 2024 to April 1, 2024
RELEASE OF SOLD UNSERVICEABLE PROPERTIES	Within 5 days from payment of the full bid amount

The Bid Documents can be secured from the Regional Disposal Committee Secretariat at CSC Regional Office I, Quezon Avenue, Brgy. Sevilla, City of San Fernando, La Union with a **payment of a non-refundable fee of P200.00.**

The sealed bid to be submitted shall indicate the lot on the face of the envelope, addressed to the Disposal Committee Chairperson. The sealed bid offers shall be submitted to Disposal Committee together with **THE BIDDER’S BOND (BB) AMOUNTING TO 10% OF THE MINIMUM BID PRICE.** 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. BB shall be in the form of Cash or Check payable to the CSC RO1. Subject Bidder’s Bond will be returned to the non-winning bidder/s right after the award and for the winning bidder, BB shall form part of their payment.

The CSCRO1 Disposal Committee reserves the right to reject any or all bids, waive any infirmity contained hereto and accept the offer most advantageous to the Commission.

This Office likewise assumes no obligation whatsoever to compensate or indemnify any bidder for expense or loss that may be incurred in the preparation of their bids, nor does it guarantee that any award will be made at all.

For further information, please refer to:

**DISPOSAL COMMITTEE**

**CIVIL SERVICE COMMISSION REGIONAL OFFICE 1**

Quezon Avenue, Brgy. Sevilla, City of San Fernando, La Union

Telephone Number: (072) 700-5626 loc. 229



**CORNELIA M. RILLERA**  
Director III/Disposal Committee Chairperson  
February 26, 2024