



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

**ANNOUNCEMENT  
INVITATION TO BID**

The Department of Foreign Affairs invites all interested bidders/parties to submit bids for the following unserviceable Waste Material Report and office equipment/furniture on an **“AS IS, WHERE IS BASIS”**:

**1 lot of office equipment and furniture (Assessed value: Php 14,605.52):**

• Air-con (Portable)	• Computer Monitors	• Laptop (Assorted Brand)
• Barcode Reader	• Computer Mouse	• Paper Shredder
• Cabinet (Card Catalogue)	• Computer Printers	• Shelves
• Cash Registers	• Computer Scanners	• Shredder Machines
• Chairs (clerical/executive/stool)	• CPU's	• Sofa Chair (two/three-seater)
• Coffee Maker	• Electric Fans	• Switch Hubs
• Computer AVRs	• Electric Kettle	• Tables (Office table)
• Computer Keyboards	• Fax Machines	

**1 lot of Waste Material Report (G.I Roofing) (Assesses value: Php 9,600.00) see in Actual Viewing**

The total price of the unserviceable Office equipment, furniture, and Waste Material Report is **Php 24,205.52**. The price of Bid Documents is **Php 500.00**, which is not refundable.

Interested bidders/parties may inspect the above-mentioned unserviceable office equipment/furniture, and Waste Material Report for one (1) time viewing only on **04 May 2022 @ exactly 10:00am**.

The deadline for the submission of sealed bids will be on **05 May 2022, Thursday at exactly 2:00 p.m** at the Office of Assets Management and Support Services-Property and Support Services Division (PSSD) located at the Basement Level of the Department of Foreign Affairs, 2330 Roxas Blvd., Pasay City.

Furthermore, the opening of the sealed bids is scheduled for **05 May 2022, Friday at exactly 3:00 p.m.** at the above-mentioned address in the presence of the Chair and members of the Department of Foreign Affairs Bids and Award Committee (BAC), Commission on Audit representative/s and interested bidders to determine the winning bidder.

For inquiries please contact the Department of Foreign Affairs Disposal Committee Secretariat at tel. nos. 834-4891 & 834-3291.

**Note: Only one (1) Bidder is allowed to enter the DFA premises, who must wear a face mask and must present his/her vaccination card.**

  
**MEDARDO G. MACARAIG**  
Chairman, Disposal Committee

Pasay City, Metro Mla.  
19 April 2022