

**PROPOSED SCHEDULE FOR THE DISPOSAL OF THE BANK'S
UNSERVICEABLE EQUIPMENT**

Activity	Objective	Responsible	Time Frame
Preparation of all Bid Documents	Approval of the specific bidding rules and materials for publication	Tacurong Branch – Disposal Team	January 6, 2026
Furnish Commission on Audit (COA) the following: a. Program Schedule of Disposal b. Bidding Rules and Procedures c. Bid Form d. Invitation to Bid e. Appraisal Report f. Inventory and Inspection Report	To comply with COA requirements under COA Circular No. 40	Tacurong Branch – Disposal Team	January 6, 2026
DBP Website Posting of the Invitation To Bid (ITB)	To inform the public of the scheduled auction and to ensure the participation of more bidders	Tacurong Branch – Disposal Team ; Corporate Affairs Dept. (CAD)	January 22, 2026 to February 6, 2026
Posting in the Bulletin Boards of various Municipality/City Halls/Provincial Capitol through respective Offices of the Municipality/City Mayors and Provincial Governor.	To reinforce the publication to ensure wider scope of participation	Branch Banking Group Southern Mindanao – Disposal Team	January 22, 2026 to February 6, 2026
Issuance of Bid Documents	To enable the bidders to participate in the public auction	Branch Banking Group Southern Mindanao – Disposal Team - Secretariat	January 22, 2026 to February 6, 2026
Ocular inspection by prospective bidders	To provide the prospective bidders an opportunity to inspect the properties being sold	Branch Banking Group Southern Mindanao – Disposal Team - Secretariat	January 22, 2026 to February 6, 2026
Conduct of Public Bidding	Sell property to the bidder with the highest acceptable/ complying bid	Branch Banking Group Southern Mindanao – Disposal Team - Secretariat	February 6, 2026
Attend to Closing Activity: a. Full Payment b. Formal turnover of property and acceptance by the buyer.	Consummation of approved sale and conveyance of sold property to successful bidder	Branch Banking Group Southern Mindanao – Disposal Team - Secretariat	Upon receipt of full payment