

## INVITATION TO BID

The **DEVELOPMENT BANK OF THE PHILIPPINES, LIPA BRANCH** invites bids and offers to buy (1 lot) the items described below.

The ocular inspection of prospective bidders will be any of the following dates only: **March 19 to 27, 2026 at DBP Lipa Branch between 8:00 AM to 5:00 PM.**

Please secure the Bidding Rules and Bid Forms at DBP Lipa Branch.

For inquiries, you may contact Mr. Omar V. Diokno at tel. nos. 756-4216 and 756-4217 and cellular no. 0915-3345193.

**Submission of sealed bids will be on March 30, 2026(Friday) (9:00AM to 3:00PM)** at DBP Lipa Branch, 2 CM Recto Avenue Brgy. 9 Lipa City Batangas.

**Opening of sealed bids will be on March 30, 2026 at 3:00 PM,** at Office of the Head, Ground Floor, DBP Lipa Branch, FNR Building, 2 CM Recto Avenue Brgy. 9, Lipa City Batangas.

**FLOOR PRICE: Php 131,200.00**

Unit	Description / Details
One (1) Lot	Transportation Equipment – One (1) unit Isuzu Crosswind and various Furniture and Fixtures (EFFs) and Semi-Expendable (SE) Items These include but not limited to the following items: <ul style="list-style-type: none"><li>• One (1) check Writer</li><li>• Three (3) Steel Cabinets</li><li>• One (1) lot Executive Chair</li><li>• Two (2) Gang Chairs</li></ul>

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

**THE DBP DISPOSAL COMMITTEE**

## BIDDING RULES

1. In submitting a bid, the bidder acknowledges that he has been advised to inspect the items subject of the bid to verify their condition.
2. Sale shall be on an "as is, where is" basis.
3. Only **cash bids** will be entertained.
4. Bids should be in an envelope, signed, sealed and delivered to the Disposal Committee at DBP Lipa Branch, 2 CM Recto Avenue, Brgy. 9, Lipa City, Batangas on or before 11 AM of December 26, 2025.
  - a. The Bidder shall submit to DBP two (2) **signed and sealed envelopes**:
    - **Envelope No. 1** : The Bid Proposal / Bid Form
    - **Envelope No. 2** : The Cash Bid Bond equal to 10% of the total bid.
  - b. Envelope No. 1 and 2 **should be placed in another brown envelope** which also be **signed and sealed**. Write in front the name of the bidder, the date, time and venue of the bidding place.
5. For partnership or corporation, its representative must submit to the Disposal Committee together with the bid, a notarized authority to represent the company, duly certified by the managing partner or by the corporate secretary of the bidding partnership or corporation, as the case may be.
6. Corporations shall submit SEC Registration, notarized Secretary Certificate if with representative, 2 valid government issued IDs of the authorized representative and the corporate secretary.
7. The bidder or his authorized representative (in a partnership or corporation) must be present during the bidding.
8. Participants shall present/submit unexpired DTI Certificate of Registration, updated Business Permit and BIR Registration of Business including 2 valid government issued IDs.
9. The sealed envelope will be opened by the Bank's Disposal Committee on March 30, 2026 ,**3:30 PM at DBP Lipa Branch, 2 CM Recto Avenue, Brgy. 9 Lipa City, Batangas**. The official time to be observed shall be the Philippine Standard Time.
10. Bidders are required to ensure that the amount of the bid bond is equivalent to ten percent (10%) of their total bid. Failure to comply with this requirement shall render the bid null and void, and the bid shall be returned to the bidder. Furthermore, the bidder may be disqualified from participating in future bidding activities.
11. In the event of any discrepancies in the Bid form between the amount in words and figures, the amount in words shall prevail.

12. No bids shall be accepted or withdrawn after 11 AM/PM on December 26, 2025. All sealed bids will be opened in the presence of the bidders or their authorized representatives.

After the winning bidder is declared by the Disposal Committee, the sealed second envelope containing the non-winning bidder/s respective Bid Bond/s shall be returned by the Disposal Committee to the said bidder/s. The non-winning bidder/s shall acknowledge receipt of his/ their Bid Bond.

13. DBP reserves the right to delay the opening of the sealed bids. No bids will be accepted the moment the first bid is opened. Sealed bids will be opened in the presence of bidders. Once a bidder's sealed bid is opened, he cannot withdraw his bid and the bid bond will be forfeited in favor of DBP.
14. The winning bidder must complete the payment of his/its bid within **five (5) working days** from the date of NOA. Failure to do so will mean **cancellation of the award and forfeiture of his/its deposit**. Any bidder who fails to complete the payment of his bid resulting in the forfeiture of his bid bond, as provided herewith, on at least two (2) occasions shall be blacklisted and barred from participating in any future bidding of the Bank.
15. The winning bidder shall, at his/ their own expense including ALL incidental costs to **pull out the item/s** from its/ their present site **on the date of full payment**. After such date, DBP will no longer be responsible for any loss/damages on the item/s.
16. All expenses related to the transfer of ownership of DBP vehicles from DBP to the winning bidder shall be borne solely by the winning bidder. DBP shall not accommodate or recognize any secondary buyer of the vehicles.
17. DBP reserves the right to reject any or all bids, waive any formalities therein or to accept such bids as may be considered advantageous to the Bank.
18. In case of a "TIE" among bidders which takes place when two or more bidders offered exactly the same price quotation, all concerned bidders of their duly authorized representative shall appear after the conduct of the bidding and witness the drawing of lots. This shall be the basis to determine the winning bidders based on sheer luck or chance corollary to the Government Procurement Policy Board (GPPB) Circular No. 06-2005 dated August 5, 2005. The "drawing of lots" shall be conducted by the Disposal Committee in the presence of the concerned bidders on their duly authorized representative and a representative from the Office of the COA Auditor.

THE DBP DISPOSAL COMMITTEE

**BID FORM**

**LIPA BRANCH**  
**1 LOT – “as is where is”**  
**LOT PRICE – PHP131,200.00**

Date: \_\_\_\_\_

**THE DISPOSAL COMMITTEE**

Development Bank of the Philippines  
Lipa Branch  
No. 2 CM Recto Avenue  
Brgy. 9 Lipa City, Batangas

In response to your Invitation to Bid for the sale of one (1) lot \_\_\_\_\_ and various items from DBP Branch, I/we hereby submit our bid as follows:

<b>Bid Amount in Figures (Php)</b>	
<b>Bid Amount in Words</b>	

I/We acknowledge that I/we was/were given the opportunity to sufficiently inspect the above item/s and that I/we have read and fully understood the Bidding Rules.

Enclosed is my/our **cash bond** of (Amount in Words)

P\_\_\_\_\_ (equal to 10% of total bid).

\_\_\_\_\_  
Bidder/Authorized Representative

Name of Business/Company: \_\_\_\_\_

Name : \_\_\_\_\_

Signature: \_\_\_\_\_

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

Address: \_\_\_\_\_