



**SOCIAL SECURITY SYSTEM
LUZON CENTRAL 2 DIVISION
DISPOSAL COMMITTEE**
SSS Building, Maimpis, City of San Fernando, Pampanga



INVITATION TO BID

**PUBLIC BIDDING FOR THE SALE AND DISPOSAL OF ONE (1) LOT OF VARIOUS
UNSERVICEABLE PROPERTIES OF SSS DAU BRANCH**

The **SOCIAL SECURITY SYSTEM (SSS)**, thru the Disposal Committee of Luzon Central 2 Division, is inviting interested bidders for the public bidding of the following:

A. Subject:

One (1) Lot - Various Unserviceable Properties of SSS Dau Branch

Qty	Unit	Storage Location	Item No.	Description	Minimum Bid Price
1	Lot	SSS Dau Branch	1	Cabinet-Lateral Filing 4D	Php 4,805.96
			2	Cabinet-Lateral Filing 4D	
			3	Cabinet-Lateral Filing 4D	
			4	Drawer – Mobile Pedestal All Steel	
			5	Drawer – Fixed	
			6	Drawer – Fixed	
			7	Drawer - Rolling Pedestal Mobile	
			8	Drawer - Rolling Pedestal Mobile	
			9	Drawer - Rolling Pedestal Mobile	
			10	Drawer - Rolling Pedestal Mobile	
			11	Drawer - Rolling Pedestal Mobile	
			12	Chair – Posture	
			13	Chair – Posture	
			14	Chair – Posture	
			15	Chair – Posture	
			16	Chair – Posture	
			17	Chair – Posture	
			18	Chair – Teller's High	
			19	Chair Stacking	
			20	Table Counter	
			21	Table Counter	
			22	Gang Chair – 3-Seater	
			23	Gang Chair – 3-Seater	
			24	Gang Chair – 3-Seater	
			25	Gang Chair – 3-Seater	
			26	Gang Chair – 3-Seater	

Qty	Unit	Storage Location	Item No.	Description	Minimum Bid Price
			27	Gang Chair – 3-Seater	
			28	Gang Chair – 3-Seater	
			29	Gang Chair – 3-Seater	
			30	Gang Chair – 3-Seater	
			31	Mobile Pedestal	
			32	Mobile Pedestal	
			33	Printer-Laser Epson AI-M300DN	
			34	Printer-LaserJet Hp 2015d	
			35	Printer-Epson LQ 300+	
			36	Chair - S-5 Gang Molded Plastic	
			37	Chair - S-5 Gang Molded Plastic	
			38	Flatbed Scanner-Canon Lide	
			39	Chair - Clerical	
			40	Chair - Gang	
			41	Chair-Gang	
			42	Free Standing Table	
			43	Free Standing Table	

B. Condition: *“As is, Where is”* basis.

C. Location and Site of Inspection: Unserviceable properties can be inspected at SSS Dau Branch on April 30 to May 09, 2024, from 8:00AM to 5:00PM located G/F and 2/F Puregold Dau Building, Mac Arthur Highway, Dau, Mabalacat, Pampanga

D. Schedule of Activities:

Activities	Date	Venue	Time
Posting of Invitation to Bid in the SSS official website and all LC2 Branches and other conspicuous places	April 30 to May 9, 2024	N/A	N/A
Site Inspection	May 10 & 13, 2024	SSS Dau Branch	8:00 AM to 5:00 PM
Pre-Bid Conference	May 14, 2024	To be conducted online thru MS Teams	2:00 PM
Submission of Eligibility Requirements and Bid Tender Form	May 17, 2024	Office of the Division Head, Luzon Central 2 Division	8:00 AM to 12:00 NN
Opening of Bids	May 17, 2024	Office of the Division Head, Luzon Central 2 Division	1:30 PM

E. Eligibility of Bidders: The public bidding is open to everyone except SSS employees.

BIDDERS	INDIVIDUAL	SOLE PROPRIETORSHIP	PARTNERSHIP	CORPORATION
REQUIREMENTS	1. Latest Income Tax Return/BIR Form 2306*	DTI Certification	Articles of Partnership	Articles of Incorporation
	2. Certificate of Employment with Compensation or Bank Certificate*	1. 2024 Business Permit Licensing Office Certification / Mayor’s Permit 2. Valid Tax Clearance Certificate		
	Two (2) valid government-issued identification cards with photo and signature (SSS/GSIS UMID Card, Postal ID, Driver’s License, Philhealth ID, Pag-ibig ID, Voter’s ID, BIR TIN, Passport, PRC ID, Phil ID, Firearm Registration Card, Senior Citizen ID)			

***Any of the two**

Notes: If submitting photocopy of documents, bring original copies during Opening of Bids for authentication purposes.

F. Bid Documents: Bid Tender Forms shall be given to all interested parties from April 30 to May 09, 2024.

G. Submission of Bids: Bidders shall submit a sealed documentary envelope containing the **Bidder's Eligibility Requirements (Envelope A)** and the **properly accomplished Bid Tender Form together with the Bid Bond in the form of Manager's/Cashier's Check or Cash equivalent to Ten percent (10%) of the total bid price (Envelope B).**


H. Opening of Bids: The Committee shall open all bids received at the time, date, and place set in the Invitation to Bid. Bidders or their authorized representatives with valid authorization shall witness the proceedings.

I. Evaluation of the Bids: The SSS reserves the right to reject any or all bids without offering any reason, to waive any formality or technicality, to determine and to award to any bidder with the highest complying bid and whose proposal is deemed most advantageous to the SSS, provided the offer is not less than the minimum bid price. The SSS neither assumes any obligation for any loss whatsoever that may be incurred by the bidders in the preparation of their respective bids nor does the SSS guarantee that an award will be made.

J. Other Inquiries: Please direct your inquiries to the following.

1. **MARIA CAROLINA Y. SITSON**, Disposal Committee Secretariat at the 2nd Floor, SSS Pampanga Branch Building, Maimpis, City of San Fernando, Pampanga
Tel No. (045) 455-5359
Email address: sitsonmy@sss.gov.ph.
2. **PRINCESS S. JACINTO**, Corporate Executive Officer I, SSS Dau Branch, G/F and 2/F Puregold Dau Building, Mac Arthur Highway, Dau, Mabalacat, Pampanga
Tel No. (045) 404-2129
Email address: jacintops@sss.gov.ph.

Date: 18 April 2024


GLORIA CORAZON M. ANDRADA
Chairperson, LC2 Disposal Committee