



OFFICE OF THE VICE CHANCELLOR FOR ADMINISTRATION
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

Rambutan Road, UP Los Baños, College, Laguna 4031 Philippines
+63 49 536 2881 | +63 49 536 2282 | spmo.uplb@up.edu.ph | www.spmo.uplb.edu.ph

APPRAISAL AND DISPOSAL COMMITTEE FOR MOTOR VEHICLES (ADC-MV)



**INVITATION TO BID
PUBLIC AUCTION FOR THE SALE AND DISPOSAL OF
UNSERVICEABLE MOTOR VEHICLES
BID NO. UPLB-MV-D-001-21 (REBID)***

The Appraisal and Disposal Committee for Motor Vehicles (ADC-MV) of the University of the Philippines Los Baños (UPLB) hereby invites all interested parties to participate in the public auction of **seven (7) lots** of unserviceable motor vehicles under **Bid No. UPLB-MV-D-001-21 (Rebid)** on “AS IS WHERE IS” basis (see photos in Annex A). These items will be sold to the highest bidder who will pay in cash.

Schedule of Activities:

Activity	Date and Time	Location
Viewing/ Ocular Inspection	Batch 1: 22 July 2021 (Thur), 9:30 A.M. Batch 2: 22 July 2021 (Thur), 2:00 P.M. Batch 3: 23 July 2021 (Fri), 9:30 A.M. <i>(Late comers will be accommodated to the next batch.)</i>	<i>Meeting Place:</i> Supply and Property Management Office (SPMO)
Submission of Documentary Requirements and Opening of Sealed Bids	27 July 2021 (Tues), 2:00 pm	Ground Floor, Central Experiment Station (CES) Main Building

All interested bidders are required to submit the following (photocopy):

- a) BIR Registration
- b) Updated Mayor’s permit
- c) DTI Registration
- d) Sealed bid
- e) Deposit of at least 10% of the total bid price in the form of cash on or before the specified opening time and date of the bidding.

Sealed bids shall be addressed to:

The Chair
Appraisal and Disposal Committee for Motor Vehicles (ADC-MV)
University of the Philippines Los Baños
College, Laguna

The Bidder can bid for one or more lots. The Bidder with the highest bid price which is not lower than the appraised value as determined by the ADC-MV shall be declared as the “Winning Bidder”. The winning bidder’s payment for the awarded item/s may either be thru Cash or Online (please follow the instructions in Annex A).

**1st Public Auction (29 June 2021)*



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Withdrawal/hauling of the sold item/s should be done by the winning bidder/s within ten (10) government working days after receipt of the award. Otherwise, a storage fee of one hundred pesos (P100.00) per lot/day shall be charged to the winning bidder. Failure to claim/haul the item/s after fifteen (15) days from receipt of the award will result in the cancellation of the award and bidder's bond forfeited.

The UPLB reserves the right to reject any or all bids without offering any reason, waive any defect therein and make an award to the bidder whose proposal is most advantageous to the University. The UPLB likewise assumes no obligation for whatever losses that may be incurred by the bidders in the preparation of the bids nor does it guarantee that the award shall be made.

(Sgd.) **DR. VICTOR A. RODULFO, JR.**
Chair, ADC-MV





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ANNEX A

I. SEVEN (7) LOTS OF UNSERVICEABLE MOTOR VEHICLES
(UPLB-MV-D-001-21 REBID)

Lot 1



Lot 2



Lot 3



Lot 4



Lot 5



Lot 6



Lot 7



II. PAYMENT OF SALES FOR AUCTION OF UNSERVICEABLE PROPERTIES

A. Pay at the Cashier’s Office (from 8:00 am to 12:00 noon only, Mon to Fri).

B. On-line Payment

Instructions:

1. Go to **Land Bank website** (<https://www.landbank.com/>) and select **Link.Biz Portal feature**.
2. Click **“Pay Now”**.
3. Select Merchant by typing University of the Philippines and look for **“University of the Philippines Los Banos”** on the drop-down list.
4. Click **“Continue”**.



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5. At the **Transaction Type**, there will be a drop down list, select: **Other Revolving Fund** and the desired **Payment Option** (Cash Payment ; Landbank/ATM (should be registered in the IAccess); other forms of payment)*
6. Fill in the required fields in the displayed information.
7. For the "**Purpose of payment**" type "**Payment for Lot # _____ of Bid No. _____**".
(Example: Payment for Lot # 1 of Bid No. UPLB-MV-D-001-21)
8. For the "**Reference No.**" type **9305012**.
9. Click "**Submit**" and wait for further instructions.
10. Email a copy of the proof of payment to **SPMO official email** address (spmo.uplb@up.edu.ph) and to hlbenzon@up.edu.ph.
11. Original copy of the Official Receipt will be obtained from SPMO.

Payment Option:

Cash Payment – you can pay thru 7-11 stores; SM: Palawan Pawnshop; Cebuana Lhuillier; Robinson, Pay & Go, Bayad Center
PCHC Bank members
Etc.

