

**MABALACAT CITY WATER DISTRICT**  
0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga

**INVITATION TO BID**

**Invitation to Bid No.: 2025-01**  
**December 6, 2025**

The Mabalacat City Water District (MCWD) Disposal Committee invites interested parties to participate in a public bidding for the following unserviceable properties, offered on an “AS-IS, WHERE-IS” basis:

<b>Lot</b>	<b>DESCRIPTION</b>	<b>FLOOR PRICE</b>	<b>LOCATION</b>
1	One (1) lot of various unserviceable properties, such as transportation equipment, generator sets, water meters, office equipment, and others.	₱1,888,757.32	MCWD Facilities Mabalacat, Pampanga

**Important Dates & Details**

❖ **Bid Document Issuance:**

Date: December 9 to 16, 2025

Location: 2nd Floor, MCWD Main Office

Address: 0255 MacArthur Highway, Mabiga, Mabalacat City, Pampanga

Fee: ₱5,000.00 (Non-refundable) per set

Contact Numbers: (045) 405-0501, 458-0763, 458-0151 local 109

❖ **Pre-Bid Conference:**

Date: December 12, 2025

Time: 9:00 AM

Venue: 2nd Floor, MCWD Main Office

Address: 0255 MacArthur Highway, Mabiga, Mabalacat City, Pampanga

*Viewing and inspection of the properties will immediately follow.*

❖ **Bid Submission:**

Date: December 16, 2025

Time: 8:00 am to 10:00 am (Deadline)

Location: 2nd Floor, MCWD Main Office

Address: 0255 MacArthur Highway, Mabiga, Mabalacat City, Pampanga

❖ **Bid Opening:**

Date: December 16, 2025

Time: Immediately after the deadline for the submission of bids

Venue: 2nd Floor, MCWD Main Office

Address: 0255 MacArthur Highway, Mabiga, Mabalacat City, Pampanga

This Invitation to Bid shall be posted in at least three (3) conspicuous places within the locality, on the MCWD website, and in the newspaper of general circulation.

MCWD reserves the right to reject any or all bids, annul the bidding process, waive any defects, and accept the offer most advantageous to the government.

**ROMEL A. SAMBO**  
Chairperson, Disposal Committee

**MABALACAT CITY WATER DISTRICT**  
0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga

**INSTRUCTIONS TO BIDDERS (IB) for IB no. 2025-01**  
**For the Disposal of Unserviceable Properties**  
**ITB No. 2025-01**

I. Inspection of Unserviceable Properties

Available for inspection/viewing on December 12, 2025, immediately following the pre-bid conference scheduled at 9:00 AM on.

II. Schedule of Public Auction

Submission of Bids: December 16, 2025, from 8:00 a.m. to 10:00 a.m. (**Deadline: 10:00am**) at 2<sup>nd</sup> Floor MCWD Main Office, 0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga.

III. Qualification of Bidders

Entities and natural persons may participate provided they submit the required documents (see Item V).

IV. Bid Documents

The Bid Documents shall be sold at Five Thousand Pesos (₱5,000.00) per set, pursuant to applicable GPPB and COA guidelines.

All bids must be submitted using the Financial Bid Form (Annex A)

V. Submission of Bids and Bid Bonds

1. One (1) sealed envelope, containing the following mandatory documents:

- Signed copy of the completed Financial Bid Form (Annex A)
- Signed Conformity to the Instructions to Bidders
- The required bid bond of at least 10% of floor price shall be in the form of cash, or cashier's/manager's check only, payable to the Mabalacat City Water District (MCWD). Proof of cash payment for bid bond paid electronically.
- Tax Identification Number (TIN)
- Valid Government-Issued ID:
  - For Natural Persons (Must be 18 years old and above):
    - Two (2) valid government-issued IDs
  - For Entities:
    - One (1) valid ID of the owner/principal/signatory of the Board Resolution or Secretary's Certificate

If the bid is submitted by a representative, the following are also mandatory:

- Valid government-issued ID of the authorized representative
- Authorization Letter, Secretary's Certificate, or Board Resolution clearly authorizing the representative to submit the bid on behalf of the principal or entity

2. Supporting Documents (post-qualification):

Entities: Business Permit, DTI/SEC Registration and related corporate documents

Natural Persons: Proof of Financial Capacity (recent bank statement showing an available balance equal to or greater than the bid offer)

3. Bid Envelope Labeling:

All bid envelopes must be clearly labeled with the following information:

- MCWD Invitation to Bid No. 2025-01
- Disposal of Unserviceable Properties
- Bidder's name, address and contact number

4. Bid Bond Requirements:

<b>Lot</b>	<b>DESCRIPTION</b>	<b>FLOOR PRICE</b>	<b>MINIMUM BID BOND (10%)</b>
1	One (1) lot of various unserviceable properties, such as transportation equipment, generator sets, water meters, office equipment, and others.	₱1,888,757.32	₱188,875.73

Bids below the floor price, without a bid bond, or with a bid bond below 10% shall be disqualified.

VI. Modification and Withdrawal of Bid

Allowed before submission deadline with written notice.

No Modification or withdrawal allowed after deadline.

VII. Opening of Bids

Bids opened immediately after the deadline for submission, in the presence of the Disposal Committee and the participating bidders.

Abstract of Bids prepared and signed by Disposal Committee members.

VIII. Award of Bids

Highest complying bidder wins.

Ties decided by draw or coin toss.

Refusal of award passes to next highest bidder.

IX. Payment

Balance payable within five (5) working days from Notice of Award.

X. Pick-up / Hauling of the Property by the Winning Bidder

Hauling starts after Notice of Proceed; supervised by Property Office and Disposal Committee.

Expenses borne by winning bidder

Must complete hauling within thirty (30) calendar days. Failure results in cancellation and possible fees.

XI. Environmental Compliance

Must comply with RA9003 and RA6969 for e-waste and hazardous materials.

XII. Forfeiture and Return of the Bid Bond, and Blacklisting

Bid bond forfeited for refusal of award, non-payment, or failure to haul.

Bid bond returned to losing bidders after award.

Refusal/non-payment results in blacklisting.

XIII. Blacklisting

Grounds: Falsified documents, unjustified withdrawal, non-compliance.

Procedures include notification, response period, suspension, reconsideration, protest, and final order.

XIV. Failure of Bidding

Declared if no eligible bidders, no bids, all bids below floor price, refusal to accept award, or non-payment.

CONFORME:

\_\_\_\_\_  
Name and Signature of  
Bidder or Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

**MABALACAT CITY WATER DISTRICT**  
0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga

**TERMS OF REFERENCE (TOR)**  
**For the Disposal of Unserviceable Properties**  
**ITB No. 2025-01**

**1. PURPOSE**

The Mabalacat City Water District (MCWD) invites interested parties to participate in a public bidding for the disposal of unserviceable properties on an “AS-IS, WHERE-IS” basis.

**2. SCOPE OF SALE**

Lot	Description	Floor Price
1	One (1) lot of various unserviceable properties, such as transportation equipment, generator sets, water meters, office equipment, and others.	₱1,888,757.32

\*Complete list of items per lot is attached as Annex B.\*

**3. INSPECTION OF PROPERTIES**

Viewing and inspection of the properties will be held on December 12, 2025, immediately following the pre-bid conference at 9:00 AM at the MCWD Main Office, 2<sup>nd</sup> floor, 0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga.

**4. BID DOCUMENTS**

Bid documents will be available from December 9 to 16, 2025 at the MCWD Main Office for a non-refundable fee of ₱5,000.00.

**5. BID SUBMISSION**

Deadline for submission: December 16, 2025, 10:00 AM

Location: MCWD Main Office, 2nd floor, 0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga.

**6. BID OPENING**

Date: December 16, 2025, immediately after the deadline for the submission of bids

Location: MCWD Main Office, 2nd floor, 0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga.

**7. BID REQUIREMENTS**

Bidders must submit:

- Signed and completed Financial Bid Form (Annex A)
- Signed Conformity to the Instruction to Bidders
- Bid bond equal to at least 10% of the floor price per lot
- Valid IDs, TIN, and other supporting documents as specified in the Instructions to Bidders

**8. PAYMENT TERMS**

Winning bidders shall pay the balance of their bid within five (5) working days from receipt of Notice of Award.

**9. HAULING OF PROPERTY**

The winning bidder shall arrange and bear all expenses for hauling within twenty (20) calendar days after Notice to Proceed.

**10. ENVIRONMENTAL COMPLIANCE**

Bidders must comply with environmental laws (RA 9003 and RA 6969) for disposal of hazardous and electronic waste.

**11. FORFEITURE AND BLACKLISTING**

Bid bonds will be forfeited for refusal to accept award, failure to pay, or failure to haul the property. Blacklisting rules apply as per MCWD guidelines.

**12. MISCELLANEOUS**

MCWD reserves the right to accept or reject any or all bids, waive any defects, or annul the bidding process.

MCWD Disposal Committee

**FINANCIAL BID FORM**

Date \_\_\_\_\_

The MCWD Disposal Committee  
Mabalacat City Water District  
0255 Mac Arthur Highway, Mabiga, Mabalacat, Pampanga

Sir/Madam:

Submitted herewith is my bid proposal in response to Invitation to Bid No. 2025-01 dated December 6, 2025, including its Instructions to Bidders, for the Disposal of Unserviceable Properties as enumerated in Annex B:

Lot	Description	Bid Amount (in figures)	Bid Amount (in words)
1	One (1) lot of various unserviceable properties, such as transportation equipment, generator sets, water meters, office equipment, and others.  Floor Price: ₱1,888,757.32	₱ _____	

*Note: In case of discrepancy between the amount in figures and in words, the amount in words shall prevail.*

I hereby certify that I have personally checked and inspected the listed properties. It is understood that MCWD reserves the right to accept or reject any bid, including that of a single eligible bidder, to waive any minor deviations that do not materially affect the substance of the bid, and to annul the bidding process at any time prior to award, without incurring any liability to the affected bidder(s).

I have read, understood, and agree to abide by the Instructions to Bidders and the Terms of Reference.

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

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

Company Name, if any: \_\_\_\_\_

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

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

TIN: \_\_\_\_\_

**List of Unserviceable Properties  
(ITB No. 2025-01)**

ONE (1) LOT

1 unit Honda TMX 125, SK 9055  
1 unit Honda TMX 155, SM 2087  
1 unit Honda TMX 155, SM 2105  
1 unit Honda TMX 155, SM 2097  
1 unit Honda TMX Supremo, SG8602  
1 unit Honda TMX Supremo, SG8604  
1 unit Honda TMX Supremo, SA14355  
1 unit Honda Wave 125, SM2215  
1 unit Honda TMX Supremo ,SG8603  
1 unit Honda TMX Supremo, SG8605  
1 unit Honda TMX Supremo, C096  
1 unit Honda TMX Supremo, C420  
1 unit Honda TMX Supremo, C367  
1 unit Honda TMX Supremo, C513  
1 unit Honda TMX Supremo, C856  
1 unit Honda Supremo TMX, C575  
1 unit Honda Supremo TMX, C194  
1 unit Honda Supremo TMX, C010  
1 unit Racal Three wheeler SH4638  
1 unit 2009 Nissan X-Trail A/T, SJM 143  
1 unit 2009 Nissan X-Trail A/T,SJM 142  
1 unit Toyota Hi-Ace Commuter Van, SHH 561  
1 unit Nissan Frontier, SHT894  
1 unit Nissan Frontier, SHT895  
1 unit Isuzu Crosswind, SHJ664  
1 unit Isuzu, 6 Wheeler Dumpsidedump Truck, SJR 163  
1 unit Isuzu, Boom Truck, SHP-153  
4 pcs Sidecars/Kolung-kolung  
1 pc Trailer  
6 units Submersible Pumps  
7 units Submersible Motors  
5 sets Motor control panel  
5 pcs Flow meters  
3 units Motor control panel  
3 pcs Transformers 15kva (2 pcs incomplete internal parts)  
1 unit Gen-set (Gas to Diesel)  
1 unit Genset (Old genset)  
1 unit Genset 125KVA  
1 unit Genset 108kva  
4 units Gen-sets (Model YCL120L, YCX75L 2 units, YCX38L)  
1 unit Gen-set, 125 Kva/100 Kw  
1 unit Gen-set, 125KVA/100KW, 480/240V, 3 phase 60HZ Model TCM-113XC  
1 unit Gen-set, 125KVA/100KW, 480/240V, 3 phase 60HZ Model TCM-113XC  
1 unit Gen-set, 100KVA/80KW, 480/420V, 3 phase 60HZ TCM 100XC  
1 unit Gen-set, 100KVA/80KW, 480/420V, 3 phase 60HZ TCM 100XC  
1 unit Generator Set 125KVA/100KW, 460/230 Vac  
1 unit Gen-set (A) for MDRC, 50kva/40kw  
1 unit Gen-set (B) for San Rafael, 75kva/60kw  
1 unit Gen-set (C) for MRC,33.8kva/27kw  
3 pcs Transformers 37.5 KVA

150 pcs. Ultra filtration membrane  
 47 pcs Cholinator/Metering Pump  
 1 unit Portable Air Compressor Model with handheld pneumonic breaker  
 1 unit Robin Tampering (Motor)  
 2385 pcs Water Meter 1/2 Brass  
 1150 pcs Water Meter 1/2 Plastic  
 128 pcs Water Meter 1/2 Metal  
 1 unit 1hp Split Type (indoor unit)  
 3 units Split Type Air-con, 1.5HP  
 1 unit Window type, 2.5 HP  
 4 units Split Type Air-con, 2.5 HP  
 1 unit 3tr Ceiling Mounted Air-con  
 1 unit Split Type 4hp Aircon  
 31 units CPU  
 23 units Keyboard  
 27 unit Computer monitor  
 28 pcs Mouse for computer  
 10 pcs Windows Operating System (in CPU)  
 1 unit HP Deskjet printer  
 1 unit Canon IP2700 Printer  
 8 units CANON MP237 Printer  
 2 units Canon MP258  
 4 units Canon MP287  
 1 unit Canon Printer MP145 all in one  
 7 units EPSON FX 2175 printer  
 1 unit Epson LX300 printer  
 1 unit HP 4185 All in One Printer  
 4 units Computer Speaker  
 3 units Automatic Voltage Regulator  
 28 units UPS  
 1 unit SAMSUNG Galaxy S2 9.7  
 7 units Samsung Galaxy Win Cellphone  
 6 units Samsung J7 Pro  
 4 units Apple Iphone 4s 16GB  
 5 units Apple Iphone 5, 32 GB, White  
 1 unit APPLE, iPhone 8 Plus 64GB  
 7 units Blackberry Curve 9360  
 3 units iPhone 6, 16 GB  
 2 units iPhone 6, 64 GB  
 8 units Samsung Galaxy A5,  
 1 unit Samsung Galaxy Note 8  
 1 unit Samsung S6 Edge  
 5 units APPLE iPad  
 1 unit Apple iPhone 8 Plus  
 61 units Motorola GP3188 - SN: 018TKJH616  
 1 lot Vertical Blinds  
 1 unit Gang Chair  
 13 units Office chair  
 1 unit Office Table  
 1 unit Office Sofa, Lobby  
 1 set 19ftx15ft fixed triangle collapsible tents  
 1 set 19ftx22ft fixed triangle collapsible tents  
 1 set 19ftx23ft fixed triangle collapsible tents  
 1 pc Tent Roof Cover/Lona  
 1 pc Tent Roof Cover/Lona  
 1 pc Tent Roof Cover/Lona  
 28 units DPP 250 handheld printer  
 6 units MRBS E2 Tungsten handheld  
 8 units PP55 Handheld printer for Tungsten E2  
 2 units SPRT Printer (POS terminal printer)  
 22 units PT20 handheld device

2 units TOSHIBA laptop  
 1 unit ACER laptop  
 4 units APPLE, Macbook laptop  
 1 unit LENOVO laptop  
 1 unit SONY Vaio Laptop  
 1 unit Printronix P7005C Line Matrix  
 1 unit iPF750 Canon Printer with stand, SN: AAC8571  
 4 units Camera, digital  
 1 unit Camera flash  
 1 unit Photo copying machine, Minolta EP2030  
 1 unit DB200 Icon Bill Counter  
 1 unit DVD Player, NB-308 Nextbase 5.1"  
 3 units Fax Machine  
 1 unit Industrial Fan  
 1 unit Laminator  
 5 units Paper Shredder  
 1 unit Liesegang DV245 Projector  
 1 unit Screen projector (training room)  
 1 unit Multi-media Projector, BENQ MPG11  
 2 units Electric Stand Fan  
 2 units GoDEX Thermal Transfer Printer  
 2 units Magnetic Treadmill  
 1 unit 42" Devant Flat Screen TV  
 1 unit Manual Typewriter, SG3-N 15"  
 1 unit Digital Voice Recorder, Sony  
 3 units Water Dispenser  
 2 units Disinfecting Machine  
 1 unit Megaphone  
 1 unit Mini Vault portable  
 1 set Multi-Direct Photometer and 6 pcs. chlorine test kit  
 1 unit Portable Test Meter  
 1 unit Turbidity Meter  
 1 pair Completion of Fabricated Steel Ramp  
 2 units VPN Antenna at MRC & CRC  
 1 unit Fluke Clamp Meter  
 1 unit PH Meter  
 1 unit Tool Storage roll cab  
 1 unit Concrete Demolition Hammer, Chipping gun  
 1 unit Clamp Tester, Fluke Model 902  
 1 unit Die Head For Ridgid Pipe Threading Machine Mo. # 300 Compact, 1/8"x2"  
 2 pcs Mop Wringer Trolley  
 1 unit Paper Cutter  
 1 unit Electric Power Sprayer , Kawasaki  
 3 units Barcode Scanner, Symbol, LS2208  
 2 units Wireless Telephone  
 1 pc Tripod for MWD Digital Camera, AK4 Vanguard  
 0 unit Purchase of Hut (destroyed by typhoon)  
 34 pcs Exterior tires, (various sizes, 245/65/17, 205/65/15, 195r15c)  
 1 pc Wooden drawing table  
 20 pcs Metal stand made of angular bar  
 3 pcs Fire hose  
 10 pcs Desk organizer  
 6 units Water Airpot  
 1 pc Electronic adding machine  
 1 pc Shedding machine Filux F-1400  
 1 pc Kiasa Villa Air Purifier  
 41 pcs Expired Covid test kits  
 4 bottles Expired Betadine  
 3 bottles Expired Hydrogen Peroxide  
 20 tabs Expired Bioflu  
 220 tabs Expired Diatabs

4 pcs Printer cartridge  
1 pc Wood Palette  
14 pcs Busted fluorescent lamp  
3 pcs Fluorescent housing  
1 pc Manual oil pump bucket  
1 pc Wooden medicine cabinet  
1 pc Bathroom lavatory  
2 pcs 3SM Battery  
7 pcs Jalousie frame  
1 pc Electric fan cover  
1 pc Toolbox  
1 pc Speaker tripod  
12 liters Used oil  
1 lot Aircon pipes  
1 pc Printer paper guide  
7 pcs Filing cabinet shelves  
1 lot Assorted computer and telephone wires  
1 pc Telephone  
1 pc Motherboard  
9 pcs Assorted belts from vehicle engine  
1 pc Stapler HD  
2 pcs Tensioner bearing  
4 pcs Padlock  
4 pcs UPS battery  
2 pcs Secondary clutch  
1 pc Radiator hose  
5 pcs Copier toner  
1 pc CD drive  
1 gal Motor oil container  
1 pc CISS printer ink tank  
1 pc Vaccum hose  
6 pcs Purse  
1 pc Arm chair  
1 pc Magazine tray metal  
5 pcs Wooden frame  
1 pc Aircon compressor from vehicle  
1 pc Aircon drier from vehicle  
10 pcs Wiper  
2 pcs Wheel cylinder  
1 pc Ball and socket  
1 pc Aircon condenser from vehicle  
1 pc Tail light from Strada  
1 set Floor mattings  
1 pc Weatherstrip rubber  
5 sets Brake pads  
1 sets Brake shoe  
1 pc Power steering hose  
1 pc Oil filter  
1 lot Personalized button pin  
1 set Upper and lower balljoint  
2 pcs Aircon filters  
2 pcs Storage box  
8 pcs hats