



International Organization for Migration (IOM)
The UN Migration Agency

INVITATION TO BID

Disposal by SALE of various unserviceable IT Equipment, Office Furniture and Appliances Batch #2

Reference No.: 2020 – 0002

Date: August 18, 2020

Invitation to BID

for the
Disposal by SALE of various unserviceable IT Equipment, Office Furniture and Appliances

Ref. No.: 2020 – 0002

IOM Manila Administrative Centre's Local Procurement and Logistics unit invites all interested parties/scrap buyers to participate in public bidding of various unserviceable IT Equipment, Office Furniture and Appliances as indicated below:

Item No.	Item Description	Locations
Lot 1	IT Equipment – Desktops, Laptops, UPS etc...	24 th floor Citibank Tower
Lot 2	Generator set w/ housing	at 37 Marigold Street, Pilar Village, Las Pinas city

Interested bidders need to submit duly **signed** *IOM Code of Conduct for Supplier/Vendor* and accomplished *IOM Vendor Information Sheet (VIS)* including all needed requirements mentioned in **page 3** of VIS form.

Site viewing is scheduled on **21st of August 2020** from 10am to 3pm at the following addresses:

1. Lot #1 - 24th Floor, Citibank Tower, Paseo De Roxas, Makati Ave., Makati City, Philippines
2. Lot #2 - 37 Marigold Street, Pilar Village, Las Pinas city, Philippines

For inquiries, please communicate with Manila Administrative Center Local Procurement maclocalprocurement@iom.int copying evargas@iom.int and CDISTOR@iom.int

Deadline of submission of bids is on **25th of August 2020 on or before 3pm.**

Please send your bidding documents and costing using one of the two options below:

- (1) **email** to evargas@iom.int and cdistor@iom.int (note that maximum size is 2mb per email due to server restrictions)
- (2) **hard copy** in sealed envelope to the attention of "MAC Local Procurement and Logistics unit" with title "***Bid for Assets for Disposal – Batch #2***" to 25th floor, Tower 6789, 6789 Ayala Avenue, Makati City.



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3 days to review and to process the submitted bidding documents.

Vendor/Scrapper that submits complete documents and has the Highest BID for 2 lots - will be awarded.

Minimum bid for Lot #2 is Php 100,000.00

Relevant announcement will be made on **28th of August 2020** on or before 3pm via email notification.

Yours sincerely,

Edgardo "Egay" VARGAS Jr.
Sr. Procurement and Logistic Asst.

Cecille Distor
Sr. Admin Asst.

Ulan KERIMBAEV
Sr. Resource Management Officer