



NOTICE OF PUBLIC AUCTION SALE

Public Auction no. 2026-002

The National Irrigation Administration (NIA), invites all parties to participate in the Public Auction Sale of the following items on an “AS-IS-WHERE-IS” basis. The items are located at NIA, EDSA, Diliman, Quezon City.

The Public Auction will be held on **11 February 2026 (Wednesday), 10:00 AM**, at the Classroom A, 3rd Floor, IEC Building, to wit:

Item No.	Particular	Quantity
1	AVR/UPS	1
2	Cabinet, steel filing w/ 4 drawers	1
3	Camera, digital	3
4	Cellphone	9
5	Chair, Executive	9
6	Chair, Monoblock	196
7	Hard Drive	3
8	Computer Stick	1
9	Computer	1
10	Handycam, Camcorder	1
11	Keyboard	279
12	Laptop	7
13	Phenomena Laser Stage Light	2
14	Microphone Wireless	2
15	Paper Shredder	1
16	Pocket Wifi	1
17	Printer	10
18	Projector	2
19	Speaker	1 Pair
20	Table	1
21	Tablet	1

Based on the appraisal report the total amount of the listed items is **Twelve Thousand Ninety-Five Pesos (₱12,095.00)**. For viewing of the above-cited items, it will be held on **6 and 10 February 2026 at 9:00 A.M.**



GUIDELINES AND PROCEDURES

1. Bidders shall submit their auction tender by lot.
2. The listed disposable properties/equipment are offered on an "AS-IS-WHERE-IS" basis.
3. **Auction tender must be equal to or above the appraised value.**
4. Auction tender form and other pertinent documents shall be issued to prospective bidders upon payment of non-refundable amount of **Five Hundred Pesos Only (₱500.00).**
5. **Accomplishment and Submission of Auction Tender**
 - a) Bidders shall accomplish the auction tender in **three (3) original copies** (*type/hand written*);
 - b) The auction tender amount must be indicated **in words and in figures**. In the event of a discrepancy, the amount in words shall prevail;
 - c) The bidder must sign the auction tender form as well as the Terms and Conditions of the Public Auction Sale;
 - d) Any erasures or interlineations shall be avoided or duly initialed by the bidder;
 - e) The auction tender forms, together with the duly signed Terms and Conditions of Public Auction Sale, and a copy of any government issued identification card shall be sealed in an envelope addressed to the Chairperson, Disposal Committee, and shall be submitted **on or before 11 February 2026 (Wednesday) at 9:00 AM.**
6. **Auction Bond**
 - a) All requirements, including auction bond, shall be submitted on the said deadline. The **auction bond is equivalent to at least 20% of the auction tender**. Auction bond may be in form of cash or manager's/ cashier's check from a commercial or universal bank; contained in a separate sealed envelope;
 - b) Auction bonds of losing bidders shall be returned immediately after the announcement of the winning bidder;
 - c) The auction bond posted by the winning bidder shall be considered as partial payment, and an Official Receipt (OR) shall be issued, the difference between such payment and the offered auction amount shall be paid in the form of cash or cashier's/manager's check;
7. **Withdrawal of Bids**
 - a) A bidder may be allowed to withdraw an auction tender before the deadline for the submission. The auction tender shall be returned unopened.
 - b) After the opening of the auction tenders, no bidder shall be allowed to withdraw an offer.
8. **Opening of Auction Tenders**

The Disposal Committee shall open all auction tenders on **11 February 2026 (Wednesday) at 10:00AM** at the Classroom A, 3rd Floor, IEC Building. Bidders or their duly authorized representatives may witness the proceedings physically or through video conferencing.
9. **Defective Auction Tenders**

The National Irrigation Administration reserves the right to reject any or all auction tenders on any of the following grounds:

 - a) Auction tenders that are not in the prescribed form and/or unsigned;
 - b) Unsigned Terms and Conditions of the Public Auction Sale;
 - c) Auction tenders not accompanied by auction bonds at the time of the opening;
 - d) Insufficient number of copies of auction tenders;
 - e) Auction tender amount which are below the appraised value;
 - f) Auction tenders that failed to indicate either the amount in words and in figures; and
 - g) Auction tenders not accompanied with a copy of any government issued identification card of the bidder.

Defective auction tenders shall be automatically rejected/disqualified and shall be returned to the bidder.

10. Awarding of Sale

- a) Award shall be given to the highest complying bidder;
- b) When two (2) or more complying bidders have identical offers, verbal bidding between those who made identical auctions shall be resorted to at a price not less than the offered auctions, immediately on the same day if both bidders or their authorized representative are present either physically or through videoconferencing or similar platform;
- c) In case of deferment of award, a temporary receipt shall be issued by NIA to acknowledge the submission of the auction bond. Once the Disposal Committee completes its deliberations and determines the winning bidder, auction bonds of losing bidders shall be returned upon presentation of the temporary receipt immediately after the awarding of the winning bidder;
- d) The winning bidder shall pay NIA the remaining balance, in accordance with its auction tender, **within five (5) working days** from receipt of the Notice of Award; and
- e) In case of unjustifiable refusal and/or failure of the winning bidder to accept the award or to pay the full amount within the prescribed period shall result in the cancellation of the award and forfeiture of the auction bond in favor of NIA. Subsequently, the award shall be given to the second highest bidder who shall post a new bond upon acceptance of the award.

11. Claiming of Award

The release of the sold properties/equipment shall be made to the awardee or his/her duly authorized representative only after full payment as evidenced by the NIA OR.

Releasing shall be done only during regular office hours, from Monday to Friday, 8:00 A.M. to 5:00 P.M. Loading and hauling of awarded items shall be made within a period of **ten (10) working days** from the date of full payment to be supervised by designated personnel from the Property Section and Equipment Management Division, and witnessed by representative/s from the Commission on Audit.

12. Penalty

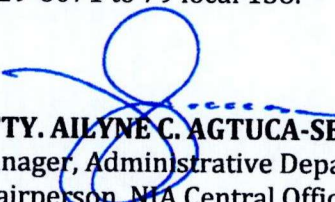
A storage fee of one tenth of one percent (1/10 of 1%) of the auction tender amount shall be imposed on the winning bidder for every day of delay in withdrawing the awarded items from the NIA premises after the prescribed period.

13. Taxes, Customs Duties, Costs or Charges

The winning bidder shall pay, in addition to the purchase price, any taxes, customs duties, costs or charges of any kind or nature whatsoever levied, or to be levied in connection with the sale of the properties. All expenses incidental to the withdrawal of the properties shall be borne by the winning bidder.

14. The awardee warrants that he/she has not given or promised to give money or gift to any NIA official or employee to secure the contract. Any violation of this provision shall be sufficient ground for NIA to revoke and cancel the contract.

For more information, bidders may call the Disposal Committee Secretariat at Telephone No. (02) 8929-6071 to 79 local 138.


ATTY. AILYNE C. AGTUCA-SELDA
Manager, Administrative Department/
Chairperson, NIA Central Office Disposal Committee