



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
MOSCOW, RUSSIAN FEDERATION

**INVITATION TO BID THROUGH PUBLIC AUCTION FOR THE DISPOSAL OF  
UNSERVICEABLE EMBASSY PROPERTIES AND MATERIALS**

1. The Philippine Embassy in Moscow, Russian Federation hereby invites all interested parties in the public bidding of the unserviceable properties (See Annex A below – List of Unserviceable Properties) on an “As-Is Where-Is” basis.
2. No bid shall be allowed lower than the set Minimum Selling Price (as indicated in Annex A) for any or all properties.
3. Interested bidders may obtain further information and has the opportunity to inspect the properties to be disposed of, before the scheduled public auction, by setting up an appointment with the BAC Secretariat on weekdays between 10:00 am and 12:00 noon and between 2:00 pm and 5:00 pm.
4. The winning bidder, who shall be the recipient of the unserviceable property shall bear the cost of dismantling, removing and hauling/transport of the said item from the Philippine Embassy in Moscow, Russian Federation;
5. In case of failure by the winning bidder to dismantle, remove and haul/transport his unserviceable property at the appointed time, the Philippine Embassy reserves the right to dispose of the said property in any manner deemed cost advantageous to the government.
6. One-time, non-refundable, non-transferable, payment in cash shall be made by the winning bidder at the Finance Section of the Philippine Embassy, immediately after being declared as the winning bidder by the Bids and Disposal Committee;
7. An Official Receipt shall be issued by the Philippine Embassy covering the payment made by the winning bidder;
8. The Embassy of the Republic of the Philippines in Moscow reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
9. **Bidding ends at 1700H on 12 March 2020.**

**For inquiries, please contact:**

Philippine Embassy in Moscow – BAC Secretariat  
Karmanitsky Pereulok 6/8, 121099 Moscow, Russian Federation  
Telephone no. +7 (499) 241-05-63 / Fax: +7 (499) 241-26-30  
E-mail: [moscowpe@mailfrom.ru](mailto:moscowpe@mailfrom.ru) / [moscowpe@dfa.gov.ph](mailto:moscowpe@dfa.gov.ph)

**Ms. ANNA MARIE MAE R. GUERRA**  
Chairman, Bids and Awards Committee

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY  
As at 31 December 2019

Entity Name: DEPARTMENT OF FOREIGN AFFAIRS

Fund Cluster: \_\_\_\_\_

**JOYCE M. SYCHANGCO-GAVINO**  
(Name of Accountable Officer)

**Property Officer**  
(Designation)

**Moscow PE**  
(Station)

INVENTORY										INSPECTION and DISPOSAL					RECORD OF SALES		
Date Acquired (1)	Particulars/Articles (2)	Property No. (3)	Qty (4)	Unit Cost (5)	Total Cost (6)	Accumulated Depreciation (7)	Accumulated Impairment Losses (8)	Carrying Amount (9)	Remarks (10)	DISPOSAL					Appraised Value (16)	OR No. (17)	Amount (18)
										Safe (11)	Transfer (12)	Destruction (13)	Others (Specify) (14)	Total (15)			
2000	Paper Shredder - Sworpath, Heavy Duty	MO-01-12-02-14	1	\$ 10.00	\$ 10.00	7.00	2.00	1.00							\$ 1.00		
2000	Paper Shredder - Model Privat 4, Teak	MO-01-12-01-14	1	\$ 10.00	\$ 10.00	7.00	2.00	1.00							\$ 1.00		
2000	Vault (Heavy Duty)	MO-01-06-02-14	1	\$ 20.00	\$ 20.00	10.00	5.00	5.00							\$ 5.00		
2000	Combination Safe- Model 4 Solid Iron, Gray Color	MO-01-06-01-14	1	\$ 20.00	\$ 20.00	15.00	3.00	2.00							\$ 2.00		
1999	Solnex-Standard Fan, Gray Propeller, White Frame	MO-01-05-13-14	1	\$ 2.00	\$ 2.00	1.00	-	1.00							\$ 1.00		
1999	Stand Fan, Stallion Brand, Blue-Green Propeller, White frame	MO-01-05-08-14	1	\$ 2.00	\$ 2.00	1.00	-	1.00							\$ 1.00		
1999	Electric Fan-Solnex Brand, Green Propeller, White Frame	MO-01-05-02-14	1	\$ 2.00	\$ 2.00	1.00	-	1.00							\$ 1.00		
1999	Electric Stand Fan - Philips, Black	MO-01-05-12-14	1	\$ 2.00	\$ 2.00	1.00	-	1.00							\$ 1.00		
1999	Stand Fan- Stallion Brand, Blue Propeller, white frame	MO-01-05-01-14	1	\$ 2.00	\$ 2.00	1.00	-	1.00							\$ 1.00		
1999	Dry Seal - Philippine Embassy Seal, small	MO-01-01-02-14	1	\$ 2.00	\$ 2.00	1.00	-	1.00							\$ 1.00		
1999	Manual Typewriter	MO-01-04-01-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Manual Typewriter	MO-01-04-02-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel)	MO-01-07-07-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel)	MO-01-07-11-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel)	MO-01-07-02-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel)	MO-01-07-03-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel)	MO-01-07-12-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel)	MO-01-07-17-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Steel Cabinet - 5 drawers, black	MO-01-07-13-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		
1999	Cabinet (Filing Steel) with 4 drawers, labeled no 6	MO-01-07-10-14	1	\$ 5.00	\$ 5.00	3.00	1.00	1.00							\$ 1.00		









1999	Table (clerical) - Bush CTO380, wood, black-topped, with sliding compartment for keyboard	MO-02-02-78-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Center Table - dark brown, varnish, shinbone high	MO-02-02-91-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Center Table Teak, 55x160 cm	MO-02-02-19-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Center Table - Brown in color	MO-02-02-78-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Round Table, 28"x24"	MO-02-02-51-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Table - wooden, light color, Ikea brand	MO-02-02-93-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Table for garden center; white with marble top	MO-02-02-63-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-305	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-307	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-308	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-309	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-310	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-305	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-312C	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Clerical chairs, black color	MO-312	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ -	\$ 0.50											\$	0.50		
1998	Cabinet Steel - Steel filing, gray color, 3-drawers	MO-313	1	\$ 2.50	\$ 2.50	\$ 2.50	\$ 1.00	\$ 1.00	\$ 0.50											\$	0.50		
1999	Cabinet Steel - Steel filing, gray color, 3-drawers	MO-310	1	\$ 2.50	\$ 2.50	\$ 2.50	\$ 1.00	\$ 1.00	\$ 0.50											\$	0.50		
1999	Steel Cabinet - Filing Steel, Midsize	MO-23	1	\$ 2.50	\$ 2.50	\$ 2.50	\$ 1.00	\$ 1.00	\$ 0.50											\$	0.50		
1999	Vacuum Cleaner - Samsung 1500W, Gray, Hepa Filter System	MO-15-01-41-14	1	\$ 1.50	\$ 1.50	\$ 1.50	\$ 1.00	\$ 0.50	\$ -											\$	-		
1999	Revolving Sofa Chair - Brown Upholstery (wrapped to arm rests)	MO-02-02-36-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Computer CPU - Dell Inspiron 530, silver case, Intel core duo	MO-04-04-18-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Computer CU-Pentium 4, Electron, Dirty cream casing	MO-04-03-08-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 0.50	\$ 0.50											\$	0.50		
1999	Switch (Ethernet) - AL4500B05-EG Nortel 4524GT, gray color	MO-04-01-03-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 1.00	\$ -											\$	-		
1999	UPS-AFC Smart UPS SC 1000VA, 230V-2U Rackmount/tower	MO-04-07-02-14	1	\$ 2.00	\$ 2.00	\$ 2.00	\$ 1.00	\$ 1.00	\$ -											\$	-		







