

- b. Bid Bond in the amount equivalent to 10% of the Floor Price (only Cash Bond and/or Manager's or Cashier's Check shall be accepted). The Bid Bond shall be deducted in full from the total payment of the winning bidder and shall be returned in full to the losing bidder.
 - c. Articles of Partnership/Incorporation, if applicable;
 - d. DTI Business Name Registration;
 - e. Business Permit and Licenses;
 - f. BIR Registration; and
 - g. Certificate of Inspection issued by the Chief, General Services Section.
5. The Bidding shall be governed, among others, by the following terms of reference, namely:
- a. The bid shall be for one (1) lot only;
 - b. No Pay - No Haul Policy shall be strictly observed. Payment in full shall be made to PHLPost Cashier and corresponding official receipt shall be issued;
 - c. The bidder or duly authorized representative must be present during the opening of the bids, otherwise his/her bid envelopes shall not be opened;
 - d. PHLPost Northwest Luzon Area shall not be responsible for any injury to person/s hired/contracted by the winning bidder incidental to the handling and hauling and/or damage to the vehicles/equipment of the winning bidder while in the conduct of hauling of the sold unserviceable equipment; On the other hand, the winning bidder shall be responsible for any injury to the employees and/or damage to the properties of PHLPost incurred by the winning bidder in the conduct of lifting, cutting and hauling of sold equipment;
 - e. Being an independent contractor, it is understood that there is no employer-employee relationship between the persons hired/contracted by the winning bidder and PHLpost;
 - f. The winning bidder shall be required to bring their own tools/equipment necessary for the lifting/hauling of the sold equipment;
 - g. Clean as you go policy shall be strictly observed; and
 - h. Gate Pass shall be secured from PHLPost General Services Section before the sold vehicles can be allowed clearance for release.