## Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

## INVITATION TO BID

PURCHASE REQUEST NO: 1-24-01-0040

Sealed bids for quotation of prices will be received for the purchase of the following supplies, materials and equipment of the government to be opened on the date, place and time stated in **INSTRUCTION TO BIDDERS**.

ITEM#	QTY.	UNIT		ARTICLES	U PRICE	TOTAL
		7		Note: As per withdrawal basis	10	
		631	LOT I	2 M	100	
1	856	Itrs	Gasoline	19 7 7 7 7		
	- 1		LOT II	18 WILL 3		
1	1090	Itrs	Diesoline	(3) (C)		
	1			K-X-X-X-X-X-X-X-X- <mark>X-X-</mark> X-X-X-X-X <mark>-X-X-X-X</mark>		
	PURPOSE		For use o	f various vehicle under Fo <mark>restry Divisi</mark> on, City	TOTAL	
Environment Management Office.						
Cor	npany Name	/ Business Na	ame & Address	Name / Signature of Representatives	Form & A	\mount

of Bid Security

## INSTRUCTION TO BIDDERS

**PURCHASE REQUEST NO** : 1-24-01-0040 DATE: January 9, 2024

FOR USE OF VARIOUS VEHICLE UNDER FORESTRY DIVISION, CITY ENVIRONMENT MANAGEMENT PURPOSE:

**OFFICE** 

OFFICE: CEMO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., January 30, 2024

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT BID SECURITY

> Cash/ Manager's Check/ Surety Bond

Bank Draft/Guarantee (2% of ABC) (5% of ABC)

Lot 1 61,520.72 1,230.41 3,076.04 Lot 2 73,433.30 1,468.67 <mark>3,6</mark>71.67

## **TERMS & CONDITIONS**

The Bid/Bids shall be accompanied by a BID SECURITY in any of the following forms:

a) Cash or cashier's / Manager's Check issued : Two percent (2%) of the ABC (See above) by a Universal or Commercial Bank

in favor of City <mark>Treasure</mark>r o<mark>f San Carlo</mark>s City.

b) Bank draft/guarantee or irrevocable letter of credit : Two percent (2%) of the ABC (See above) issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or

authenticated by a Universal or Commercial Bank, if issued by a foreign bank.

Commission as authorized

c) Surety Bond callable upon : Five percent (5%) of the ABC (See above) demand issued by a surety or insurance company duly certified by the Insurance

to issue such security. : Proportionate to share form with respect d) Any combination of the foregoing

to total amount of security

e) Bid Securing Declaration

2. Secure bidding documents from the BAC Secretariat Office at a non-refundable fee of (per City Ordinance No. 23-21, Series of 2023.)

P 500.00

- Sample or Brochures of the materials (if required) shall be attached to the bid documents. 3.
- Your price offer must be valid for 120 calendar days. 4.
- Award will be made to the Lowest Calculated Responsive Bid (LCRB) that is the most advantageous 5. to the government subject to post evaluation by the BAC.
- 6. Submit Omnibus Sworn Statement duly notarized, together with your bid.
- The government reserves the right to reject any or all bids, declare a failure of bidding or not award the contract based on RA 9184.
- Electronic submission and receipt of bids is not available pending compliance with GPPB Resolutions. 8.

SGD ATTY. MA. CHAT H. DELIMA-CORDERO City Gov't Dept. Head I-OHRM / BAC Chairman **BIDS & AWARDS COMMITTEE**