Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 9-24-01-0022

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**.

TEM#	QTY.	UNIT	ARTICLES	U PRICE	TOTAL			
Delivery Term: (All Lots) 15 Working Days upon receipt of P.O.								
	- 1	631	LOTI	00				
1	50	bot	T6641 Black ink bott <mark>le 70ml</mark>	100				
2	15	bot	T6642 Cyan ink bottl <mark>e 70ml</mark>					
3	15	bot	T6643 Magenta ink b <mark>ottle 70ml</mark>					
4	15	bot	T6644 Yellow ink bottle 70ml					
5	5	bot	001 Black ink bottle 127ml					
6	5	bot	001 Cyan ink bottle 70ml					
7	5	bot	001 Magenta ink bottle 70mL					
8	5	bot	001 Yellow ink bottle 70mL					
			Note: must be compatible with Epson Printers	Sub-Total				
			LOTII					
1	4	bot	Toner for Gestetner Printer 2014 PDST					
			\					
	4.0		LOT III					
1	16	pcs	Keyboard USB					
2	16	pcs	Mouse USB					
3	10	pcs	CMOS Battery					
4	100	pcs	RJ45	Sub-Total				
			LOT IV	Sub-Total				
4	5	unit						
1	5	unit	T04D1 Maintenance Box (for Epson L6 Series Printers) x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-					
PURPOSE:		⊏ ∙	For San Carlos City Hospital.	TOTAL				
	1 0111 00	∟.	1 of Gall Gallos City Hospital.	TOTAL				
Com	pany Nam	e / Business Na	ame & Address Name / Signature of Representatives	Form & /	Amount			

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 9-24-01-0022 DATE: January 5, 2024

FOR SAN CARLOS CITY HOSPITAL. **PURPOSE:**

OFFICE: CITY HOSPITAL

Lot 1 Lot 2 Lot 3 Lot 4

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

	THE PARTY OF THE P	Cash/ Manager's C Bank Draft/Guara (2% of ABC)	ntee	Surety Bond (5% of ABC)
:	43,250.00	865.00		<mark>2,1</mark> 62.50
:	19,980.00	399.60		<mark>9</mark> 99.00
:	16,102.00	322.04	/: /	<mark>8</mark> 05.10
1	9,000.00	: 180.00	: \	450.00

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 Trea<mark>surer of San Carlos City</mark>.

b) Bank draft/guarantee or irrevocable letter of credit 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. c) Surety Bond callable upon

: Five percent (5%) of the ABC (See above)

: Two percent (2%) of the ABC (See above)

demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.

d) Any combination of the foregoing

: Proportionate to share form with respect to total amount of security

e) Bid Securing Declaration

Secure bidding documents from the BAC Secretariat Office at a non-refundable fee of 2. (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.
- Award will be made to the Lowest Calculated Responsive Bid (LCRB) that is the most advantageous to the government subject to post evaluation by the BAC.
- Submit Omnibus Sworn Statement duly notarized, together with your bid. 6.
- 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.

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