

Republic of the Philippines
City of San Carlos
Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 9-24-01-0027

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
Delivery Term: (All Lots) 15 Working Days upon receipt of P.O.					
LOT 1					
1	863	bots	Ethyl Rubbing Alcohol 70%, 500 mL	_____	_____
LOT 2					
1	38	can	Disinfectant Spray 340 GMS	_____	_____
LOT 3					
1	13	pcs	Broom Coco Ribs	_____	_____
2	8	pcs	Broom Humay Humay	_____	_____
3	125	pack	Detergent Powder 2 kilos	_____	_____
4	50	pcs	Doormat Oval	_____	_____
5	13	pcs	Dust Pan	_____	_____
6	200	pack	garbage bag small 10's, 100 packs yellow, 100 packs black	_____	_____
7	1028	pack	garbage bag large 10's, 514 packs yellow, 514 packs black	_____	_____
8	238	pack	garbage bag xxl 10's, 119 packs yellow, 119 packs black	_____	_____
9	15	pairs	Laundry gloves	_____	_____
10	113	gal	Liquid Bleach Gallon	_____	_____
11	25	bottle	Liquid Hand Soap 500mL	_____	_____
12	3	pcs	Mop Handle, Steel	_____	_____
13	13	pcs	Pail (6 gal content)	_____	_____
14	3	pack	Paper Bag #1	_____	_____
15	3	pack	Paper Bag #2	_____	_____
16	3	pack	Paper Bag #3	_____	_____
17	3	pack	Paper Bag #4	_____	_____
18	3	pack	Paper Bag #5	_____	_____
19	3	pack	Paper Bag #6	_____	_____
20	50	pcs	Toilet Deodorant	_____	_____
PURPOSE:				For the use of San Carlos City Hospital.	TOTAL
				_____	_____

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount
of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 9-24-01-0027 **DATE** : January 8, 2024

PURPOSE: FOR THE USE OF SAN CARLOS CITY HOSPITAL.

OFFICE : CITY HOSPITAL

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/ Bank Draft/Guarantee (2% of ABC)	Surety Bond (5% of ABC)
Lot 1	:	94,930.00	1,898.60
Lot 2	:	20,520.00	410.40
Lot 3	:	121,642.00	2,432.84

TERMS & CONDITIONS

- The Bid/Bids shall be accompanied by a BID SECURITY in any of the following forms:
 - Cash or cashier's / Manager's Check issued by a Universal or Commercial Bank in favor of City Treasurer of San Carlos City. : Two percent (2%) of the ABC (See above)
 - 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. : Two percent (2%) of the ABC (See above)
 - Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. : Five percent (5%) of the ABC (See above)
 - Any combination of the foregoing : Proportionate to share form with respect to total amount of security
 - Bid Securing Declaration

2. Secure bidding documents from the BAC Secretariat Office at a non-refundable fee of P 500.00 (per City Ordinance No. 23-21, Series of 2023.)

3. Sample or Brochures of the materials (if required) shall be attached to the bid documents.

4. Your price offer must be valid for 120 calendar days.

5. 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.

6. Submit Omnibus Sworn Statement duly notarized, together with your bid.

7. 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.

8. Electronic submission and receipt of bids is not available pending compliance with GPPB Resolutions.

SGD

ATTY. MA. CHAT H. DELIMA-CORDERO

City Gov't Dept. Head I-OHRM / BAC Chairman
BIDS & AWARDS COMMITTEE