Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-02-0382

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	1	ARTICLES	U PRICE	TOTAL
			Lot I	13/19/21	10	
1	1400	serving	Snacks (AM)		4.0	
2	100	serving	Snacks for BOD's	, N <mark>GO Guest, Bara</mark> ngay Officials	0 1	
			X-X-X-X-X-X-X-X-X	<-x- <mark>x-x-x-x</mark> -x- <mark>x-x-x-x</mark> -x-x-x-x-x-x-x-x	(-X-X-X	
	PURPOS <mark>E</mark>		The state of the s	San <mark>Carlos City Child</mark> ren a <mark>nd W</mark> om		
Affairs, Inc. for National Women's Day celebration on						
March 21, 2024 at the City Auditorium.						
7060						
			1 CONTRACTOR	1,300		
			1 1 122			
			1100			
			V /-		P_ /	
		1			9	
	Nama	/ Dusiness No	man Q Address .	Name / Signature of Depresents	tives Form 9	Amount
Com	pany Name	/ Business Na	me & Address	Name / Signature of Representa		Amount
					OI DIU V	Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-02-0382 DATE: February 21, 2024

FOR THE USE OF SAN CARLOS CITY CHILDREN AND WOMEN'S AFFAIRS, INC. FOR NATIONAL PURPOSE:

WOMEN'S DAY CELEBRATION ON MARCH 21, 2024 AT THE CITY AUDITORIUM.

OFFICE: SCCCAWAI

Lot 1

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., March 12, 2024

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/ Bank Draft/Guarantee

Surety Bond

(2% of ABC)

(5% of ABC)

70,000.00

1,400.00

3,500.00

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 by a Univ<mark>ersal or Commerc</mark>ial Bank

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

in favor of City Treasurer of San Carlos City.

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

if issued by a foreign bank. c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance

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

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 (per City Ordinance No. 23-21, Series of 2023.)

P 500.00

- 3. Sample or Brochures of the materials (if required) shall be attached to the bid documents.
- Your price offer must be valid for 120 calendar days. 4.
- 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.
- 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.

SGD

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