

Republic of the Philippines  
City of San Carlos  
Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 9-24-02-0352

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
<b>Delivery Term: (All Lots) 15 Working Days upon receipt of P.O.</b>					
1	2588	bots	<b>LOT 1</b> Ethyl Rubbing Alcohol 70%, 500mL	_____	_____
1	113	can	<b>LOT 2</b> Disinfectant Spray 340 GMS	_____	_____
1	37	pcs	<b>LOT 3</b> Broom Coco Ribs	_____	_____
2	23	pcs	Broom Humay Humay	_____	_____
3	375	pack	Detergent Powder 2 kilos	_____	_____
4	150	pcs	Doormat Oval	_____	_____
5	38	pcs	Dust Pan	_____	_____
6	600	pack	garbage bag small 10's, 300 packs yellow, 300 packs black	_____	_____
7	3080	pack	garbage bag large 10's, 1540 packs yellow, 1540 packs black	_____	_____
8	712	pack	garbage bag xxl 10's, 356 packs yellow, 356 packs black	_____	_____
9	45	pairs	laundry gloves	_____	_____
10	338	gal	Liquid Bleach Gallon	_____	_____
11	75	bottle	Liquid Hand Soap 500mL	_____	_____
12	8	pcs	Mop Handle Steel	_____	_____
13	38	pcs	Pail (6 gal content)	_____	_____
14	8	pack	Paper Bag #1	_____	_____
15	8	pack	Paper Bag #2	_____	_____
16	8	pack	Paper Bag #3	_____	_____
17	8	pack	Paper Bag #4	_____	_____
18	8	pack	Paper Bag #5	_____	_____
19	8	pack	Paper Bag #6	_____	_____
20	150	pcs	Toilet Deodorant	_____	_____
PURPOSE: For use of the San Carlos City Hospital, this city.				Sub-Total	_____
				TOTAL	_____

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount  
of Bid Security

**FOR SALE**  
**₱ 1,000.00**

## INSTRUCTION TO BIDDERS

**PURCHASE REQUEST NO** : 9-24-02-0352 **DATE** : February 16, 2024

**PURPOSE:** FOR USE OF THE SAN CARLOS CITY HOSPITAL, THIS CITY.

**OFFICE :** CITY HOSPITAL

**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 (2% of ABC)	Surety Bond (5% of ABC)
Lot 1	:	284,680.00	5,693.60
Lot 2	:	61,020.00	1,220.40
Lot 3	:	363,465.00	7,269.30

### **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
- Secure bidding documents from the BAC Secretariat Office at a non-refundable fee of ( per City Ordinance No. 23-21, Series of 2023.) ₱ 1,000.00
- 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.
- 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.
- 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**