Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-03-0519

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
		771	Delivery Te	erm: (<mark>All Lot</mark> s) <mark>Days</mark> upon receipt o	of P.O.	
1	500	<mark>se</mark> rvi <mark>n</mark> gs	Snacks	芝	100	
			Note:	9 7 7 5	100	
			* Progress bi			
	1	_ \		factiviti <mark>es and numbe</mark> r of p <mark>articip</mark> ants to be deter <mark>min</mark> ed by the e <mark>nd-use</mark> r		
	\ \			<-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x		
	PURPOSE:		For use of L	ocal Economic and En <mark>trepreneurial</mark> relat	ted TOTAL	
			OHI	activities for the year 2024.	5/	
Com	pany Name /	Business Na	me & Address	Name / Signature of Representation		Amount Security

Surety Bond

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-03-0519 **DATE: March 12, 2024**

FOR USE OF LOCAL ECONOMIC AND ENTREPRENEURIAL RELATED ACTIVITIES FOR THE YEAR PURPOSE:

2024.

OFFICE: **NEGOSYO CENTER**

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., April 16, 2024

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT BID SECURITY

Cash/ Manager's Check/

Bank Draft/Guarantee (2% of ABC)

(5% of ABC)

37,500.00 750.00 1,875.00

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 Univ<mark>ersal or Commerc</mark>ial Bank in favor of City Treasurer of San Carlos City.

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

: Five percent (5%) of the ABC (See above) c) Surety Bond callable upon

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 (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**