Republic of the Philippines

City of San Carlos

Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-04-0650

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		TOTAL
1 F	2 PURPOSE		 Delivery Term: 15 Working Days upon receipt Laptop Computer 8550U Processor 1.8GHz (8M Cache or higher) 8GB DDR4/1TB HDD 512GB SSD Windows 11 with Carrying Case Multi-Card Reader DVD-RW Drive (Built-in or External) Wifi with Optical Mouse & Mousepad 1 year warranty NOTE: Supplier should have after-sales repair services x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	95 X-X-X-X	
			LIPPIN		

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

INSTRUCTION TO BIDDERS

PURCI	HASE REQUEST NO : 1-24-04-0650	DATE : April 3, 2024					
PURPO	DSE: FOR USE IN THE OFFICE OF THE CITY AGRICUL	TURIST, THIS CITY.					
OFFIC	E: AGRI						
DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , April 23, 2024							
	PLACI	BAC Secretariat Office/C	MO Extension Office				
	AMOUNT OF CONTRACT	BID SEC					
	U S	Cash/ Manager's Check/ Bank Draft/Guarantee (2% of ABC)	Surety Bond (5% of ABC)				
	: 120,000.00	2,400.00 :	6,000.00				
TERMS & CONDITIONS							
1.	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 Treasurer of San Carlos City. b) Bank draft/guarantee or irrevocable letter of credit : Two percent (2%) of the ABC (See above) 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 demand issued by a surety or	Five percent (5%) of the ABC (See above)					
	insurance company duly certified by the Insurance						
	Commission as authorized						
	to issue such security. d) Any combination of the foregoing	. Droportionato ta abara form	with respect				
		: Proportionate to share form to total amount of security	with respect				
	e) Bid Securing Declaration						
2.	Secure bidding documents from the BAC Secretariat Office at a (per City Ordinance No. 23-21, Series of 2023.)	non-refundable fee of =	P 500.00				
3.	ample or Brochures of the materials (if required) shall be attached to the bid documents.						
4.	ur 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 o the government subject to post evaluation by the BAC.						
6.	ubmit 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