## Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

## INVITATION TO BID

PURCHASE REQUEST NO: 1-24-04-0647

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
		Deli	ivery Te <mark>rm: (All Lots) 15 Working</mark> Days upon receipt	of P.O.	
		091	LOT I for Toyota Grandia P7 P108	400	
1	4	set	Brake Pad Front 04465-26440		
2	2	set	Brake Pad Rear 044 <mark>65-26030</mark>	1	
3	3	piece	Fuel Filter 23390-1140		
· ·		pioco	12/10/20	Sub-Total	
	- 1		Lot II for Toyota Prado N1 K150		
1	3	piece	Fuel filter 23390-36760		
•	ŭ	piece	( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )		
			Lot III for Toyota Conquest Z0R216		
1	3	set	Brake Pad 04465-YZZT5	/	
2	1	set	Brake Shoe 04495-0K120		
3	3	piece	Fuel filter 2330-OL100		
· ·	·			Sub-Total	
			Lot IV for Toyota Commuter S4 J072	•	
1	3	piece	Fuel filter 23390-11240		
		'	Z'LIPPII'		
			Lot V for various Vehicles		
1	45	piece	Oil Filter 90915-YZZT5		
2	15	piece	Fuel filter 23390-0L070		
		·	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-	Sub-Total	
PURPOSE:			For use of the service vehicles, Toyota Grandia P7 P108,	TOTAL	
			Toyota Prado N1K050, Toyota Conquest Z0R216, Toyota		
			Commuter S4J072, Toyota FX P9J039, Toyota FX P7		
			X005, Toyota FX P9 J060, Toyota Hilux 060102 and		
			Toyota Hilux SAA 7151 of the City Mayor's Office.		

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount

of Bid Security

## INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-04-0647 DATE : April 3, 2024

PURPOSE: FOR USE OF THE SERVICE VEHICLES, TOYOTA GRANDIA P7 P108, TOYOTA PRADO N1K050,

TOYOTA CONQUEST Z0R216, TOYOTA COMMUTER S4J072, TOYOTA FX P9J039, TOYOTA FX P7 X005, TOYOTA FX P9 J060, TOYOTA HILUX 060102 AND TOYOTA HILUX SAA 7151 OF THE CITY

MAYOR'S OFFICE.

OFFICE: CMO

Lot 1

Lot 2

Lot 3

Lot 4

Lot 5

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

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT BID SECURITY

Surety Bond Cash/ Manager's Check/ Bank Draft/Guarantee (2% of ABC) (5% of ABC) 68,800.00 1,376.00 3,440.00 7,800.00 156.00 390.00 30,300.00 606.00 1,515.00 9,000.00 180.00 450.00

1,180.50

## TERMS & CONDITIONS

59,025.00

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 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

if issued by a foreign bank.

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

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

e) Bid Securing Declaration

2. 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

2,951.25

- 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