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

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-06-1049

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.

Company Name / Business Name & Address

ITEM#	QTY.	UNIT	ARTICLES	U PRICE	TOTAL
Delivery Term: 15 Working Days upon receipt of P.O.					
1	6	gallon	Cooking Oil	100	
2	600	can	Sardines (assor 150g		
3	12	pack	All-in-One Seasonin <mark>g 8g 12's</mark>	Badda	
4	20	pack	Coffee (Stick 2g 36's)		
5	30	kilo	Sugar		
6	600	pack	Noodles (assorted)		
7	20	box	Powdered Milk (150g)		
X-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x				TOTAL	
Platoon, Brgy. Quezon, <mark>25th NOC CAA C</mark> O Delta					
Company, 79IB (Masaligan), 3ID, PA for the month of July					
to September 2025.					
LIPPINE					

Name / Signature of Representatives

Form & Amount

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-06-1049 DATE : June 23, 2025

PURPOSE: FOR USE OF THE 2ND PLATOON BRGY. PALAMPAS AND 4TH PLATOON, BRGY. QUEZON, 25TH NOC

CAA CO DELTA COMPANY, 79IB (MASALIGAN), 3ID, PA FOR THE MONTH OF JULY TO SEPTEMBER

2025

OFFICE: PNP

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., July 8, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/ Surety Bond
Bank Draft/Guarantee

(2% of ABC) (5% of ABC)

36,080.00 : **721.6**0 : **1,8**04.00

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 by a Universal or Commercial Bank : 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,

in favor of City <mark>Treasure</mark>r o<mark>f San Carlo</mark>s City.

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

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

: 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

- 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