

Republic of the Philippines
City of San Carlos
Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-07-1140

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
			Delivery Term: 15 Working Days upon receipt of P.O.		
1	10	pcs.	Rubber Cap	_____	_____
2	2	pcs.	Signal Light Assembly	_____	_____
			For use of TOYOTA COROLLA SGC 631		
3	2	pcs.	Fuel Filter Assembly	_____	_____
4	2	pcs.	Wiper Blade	_____	_____
5	1	pc.	Windshield Assembly	_____	_____
6	1	set	Caliper Kit	_____	_____
7	2	pcs.	Oil Seal Axle	_____	_____
8	1	set	Floor Matting	_____	_____
			For use of TOYOTA HI-LUX SKC 345		
9	1	pc.	Air Filter	_____	_____
10	2	pcs.	Fuel Filter	_____	_____
11	2	sets	Brake Pad	_____	_____
			For use of TOYOTA HI-LUX 131210 / SAB 6860		
12	2	pcs.	Stabilizer Link	_____	_____
13	2	pcs.	Shock Absorber	_____	_____
14	1	set	Wiper Blade	_____	_____
15	2	pcs.	Side Cover Gasket	_____	_____
16	4	pcs.	O - Ring APS	_____	_____
			For use of NISSAN URVAN SGC 615		
17	2	pcs.	Outer Bearing	_____	_____
18	2	pcs.	Inner Bearing	_____	_____
19	1	set	Brake Pad	_____	_____
20	2	pcs.	Caliper Bolt	_____	_____
21	2	pcs.	12 MM Bolt APS	_____	_____
			For use of FUSO CANTER (DOUBLE CAB #3) SGE 975		
22	1	set	Clutch Kit	_____	_____
23	4	pcs.	Glow Plug	_____	_____
			For use of FORD RANGER (DOUBLE CAB) SGF 786		
			X-X		
PURPOSE:			For use of various light equipment assigned at CED, this city.	TOTAL	_____

Company Name / Business Name & Address	Name / Signature of Representatives	Form & Amount of Bid Security
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INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-07-1140 **DATE** : July 11, 2024

PURPOSE: FOR USE OF VARIOUS LIGHT EQUIPMENT ASSIGNED AT CED, THIS CITY.

OFFICE : CED

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , August 6, 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)			
:	114,800.00	:	2,296.00	:	5,740.00

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.) P 500.00
- 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**