Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-07-1273

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**.

IIEM#	QIY.	UNII		ARTICLES	U PRICE	TOTAL
Delivery Term: (Lot 1) October 25, 2024						
		891	Lot I	2 W 15	100	
1	5	sack	Rice	9 12 21 5		
2	250	pcs	Eco Bag	18/11/2/11/2	The state of	
				189100	Sub-Total .	
			Lot II	13/16/2016		
1	140	packs	Lunch			
				27, 2024 – 35 pax Lunch		
				29, 2024 – 35 pax Lunch		
			December 4, 2024 – 35 pax Lunch December 5, 2024 – 35 pax Lunch Note: See Attach Menu			
PURPOSE:			For the use of San Carlos City Children and Women's TOTAL			
·	.			nc. GAD Orientation and General Assembly.	=	
			A TOP			
				LIPPIN		
Comr	anv Name	/ Business Na	ame & Address	Name / Signature of Representatives	Form & A	mount
	.,			g	of Bid Se	

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-07-1273 DATE : July 30, 2024

PURPOSE: FOR THE USE OF SAN CARLOS CITY CHILDREN AND WOMEN'S AFFAIRS, INC. GAD ORIENTATION

AND GENERAL ASSEMBLY.

OFFICE: SCCCAWAI

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., August 20, 2024

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)

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380.00 : 700.00 : 950.00 1,750.00

Lot 1 Lot 2

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 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.

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

: 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

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