Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-08-1366

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.

TEM#	QTY.	UNIT	ARTICLES	U PRICE	TOTAL
		0	Delivery Term: (Lot I-II) Actual date of activity Delivery Date: (Lot III-V) September 6, 2024 Lot – MEALS (for instructor)	3	
1	10	servings	Breakfast	Donatical Control	
2	10	Servings	Lunch		
3	10	servings	Dinner		
1	400	servings	Lot II –SNACKS (for Instructors and Participants) Snacks	Sub-Total	
1	16	pieces	Lot III – UNIFORM (Tailored Fit) Jersey Uniform, upper only (see attached design)		
		1	Black - 2 pcs (for instructors) Blue - 2 pcs (for instructors) White - 6 pcs (personnel/staff) Red - 6 pcs (personnel/staff)		
			Lot IV – TARPAULIN		
1	1	piece	Tarpaulin with print, 10m x 12m (see attached design)		
1	10	rolls	Lot V - OTHER SUPPLIES Duct Tape		
			Note: Lot I must have dining-in area		
PURPOSE:			To be used for Futsal Coaching and Referee's Course on September 9-13, 2024.	TOTAL	
			оерияные 3-10, 2024.		
Company Name / Business Name & Address Name / Signature of Representatives				Form & Amount	

of Bid Security

Surety Bond

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-08-1366 **DATE: August 8, 2024**

TO BE USED FOR FUTSAL COACHING AND REFEREE'S COURSE ON SEPTEMBER 9-13, 2024. PURPOSE:

OFFICE: SPORTS

Lot 1 Meals

Lot 2 Snacks

Lot 3 Uniform

Lot 4 Tarpaulin

Lot 5 Other Supplies

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., September 3, 2024

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT BID SECURITY Cash/ Manager's Check/

Bank Draft/Guarantee (5% of ABC) (2% of ABC) 7,000.00 140.00 350.00 <mark>1,6</mark>00.00 32,000.00 640.00 7,200.00 144.00 360.00 4 2,400.00 48.00 120.00 1,500.00 30.00 75.00

TERMS & CONDITIONS

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.

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

c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance

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

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

Secure bidding documents from the BAC Secretariat Office at a non-refundable fee of 2. (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. 3.
- Your price offer must be valid for 120 calendar days. 4.
- Award will be made to the Lowest Calculated Responsive Bid (LCRB) that is the most advantageous 5. to the government subject to post evaluation by the BAC.
- Submit Omnibus Sworn Statement duly notarized, together with your bid. 6.
- 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.
- Electronic submission and receipt of bids is not available pending compliance with GPPB Resolutions. 8.

SGD <u> ATTY. MA. CHAT H. DELIMA-CORDERO</u> City Gov't Dept. Head I-OHRM / BAC Chairman **BIDS & AWARDS COMMITTEE**