

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-09-1731 **DATE** : September 25, 2024

PURPOSE: FOR THE USE OF PUBLIC EMPLOYMENT SERVICE OFFICE, THIS CITY.

OFFICE : PESO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , October 15, 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)
Lot 1 Office Materials	: 8,500.00	: 170.00	: 425.00
Lot 2 Welding Machine	: 31,500.00	: 630.00	: 1,575.00
Lot 3 Electrical Supplies and Materials	: 4,725.00	: 94.50	: 236.25
Lot 4 Water Dispenser	: 15,400.00	: 308.00	: 770.00
Lot 5 Computer Supplies	: 17,650.00	: 353.00	: 882.50

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 : Two percent (2%) of the ABC (See above) by a Universal or Commercial Bank in favor of City Treasurer of San Carlos City.
 - Bank draft/guarantee or irrevocable letter of credit : Two percent (2%) of the ABC (See above) 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.
 - Surety Bond callable upon : Five percent (5%) of the ABC (See above) demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.
 - 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 P 500.00 (per City Ordinance No. 23-21, Series of 2023.)
- 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**



A handwritten signature in black ink, appearing to read 'Mariel M. Avenir'.

MARIEL M. AVENIR

CGADH I / PESO Manager / CTEC

LOTv: Item 2



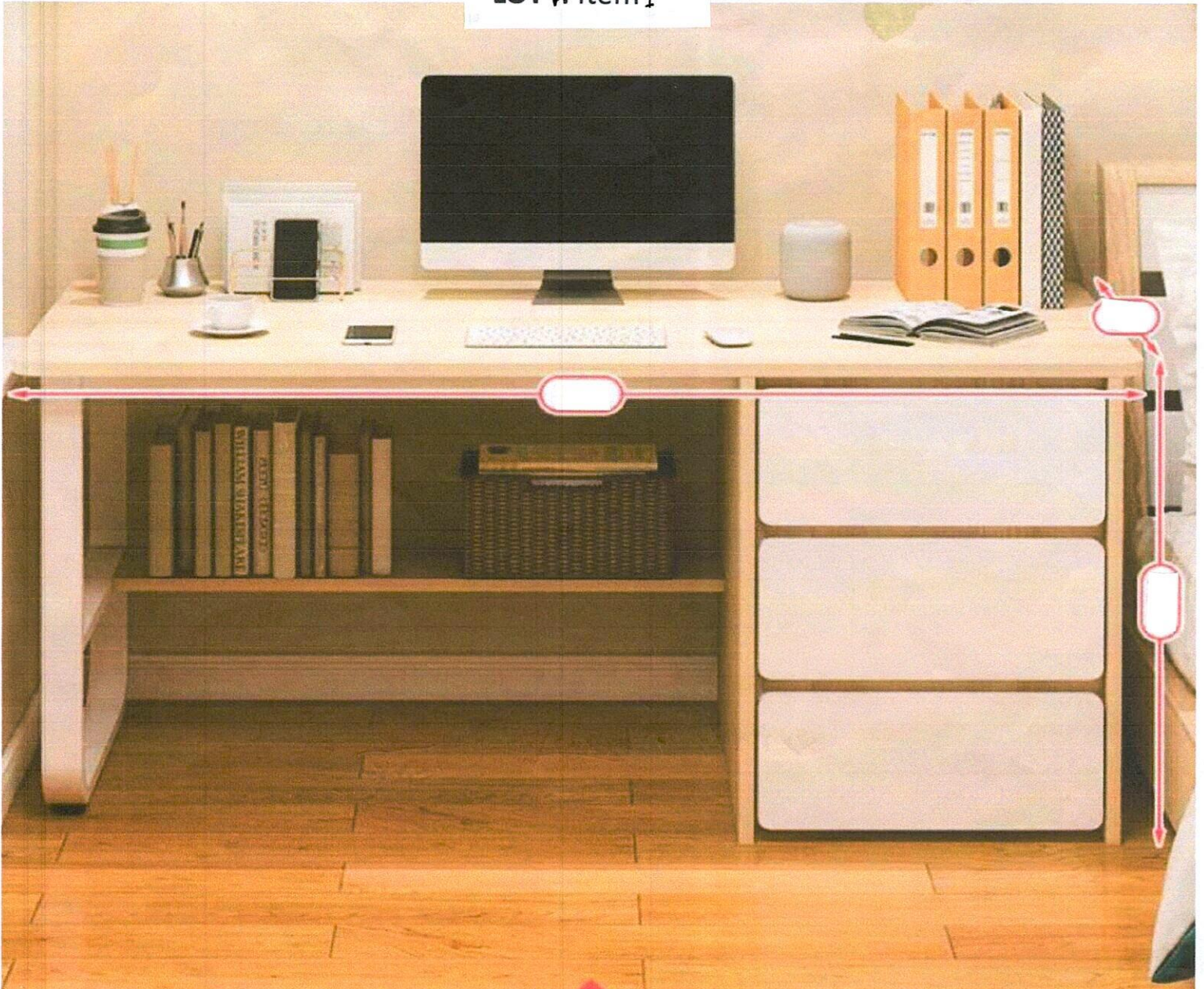
Yellow + White

140*74*60CM

Yellow 140*60*74CM


MARIEL M. AVENIR
CGADH I / PESO Manager / CTEC

LOT γ: Item 1



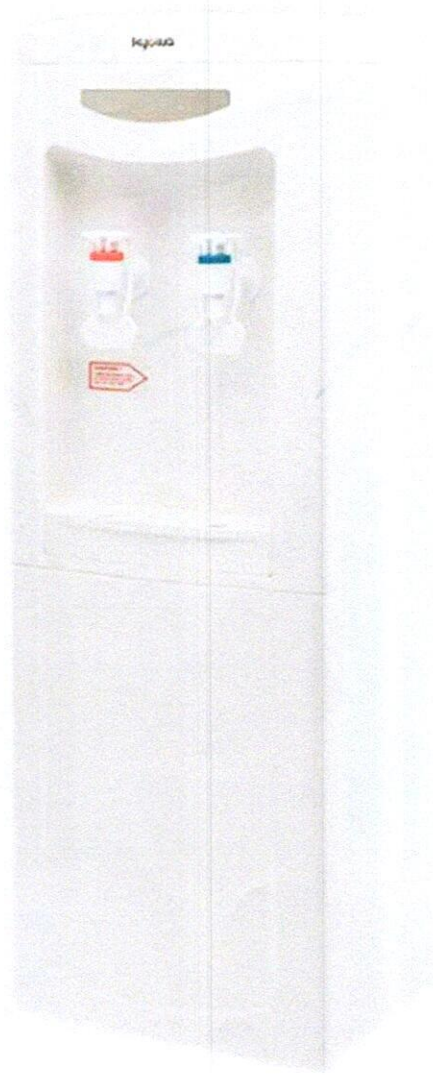
Yellow

140*50*73.5 CM

[New] Yellow 140cm


MARIEL M. AVENIR
CGADH I / PESO Manager / CTEC

LOT IV




MARIEL M. AVENIR

CGADH I / PESO MANAGER / CTEC

LOT II: Item 2




MARIEL M. AVENIR

CGADH I / PESO Manager / CTEC

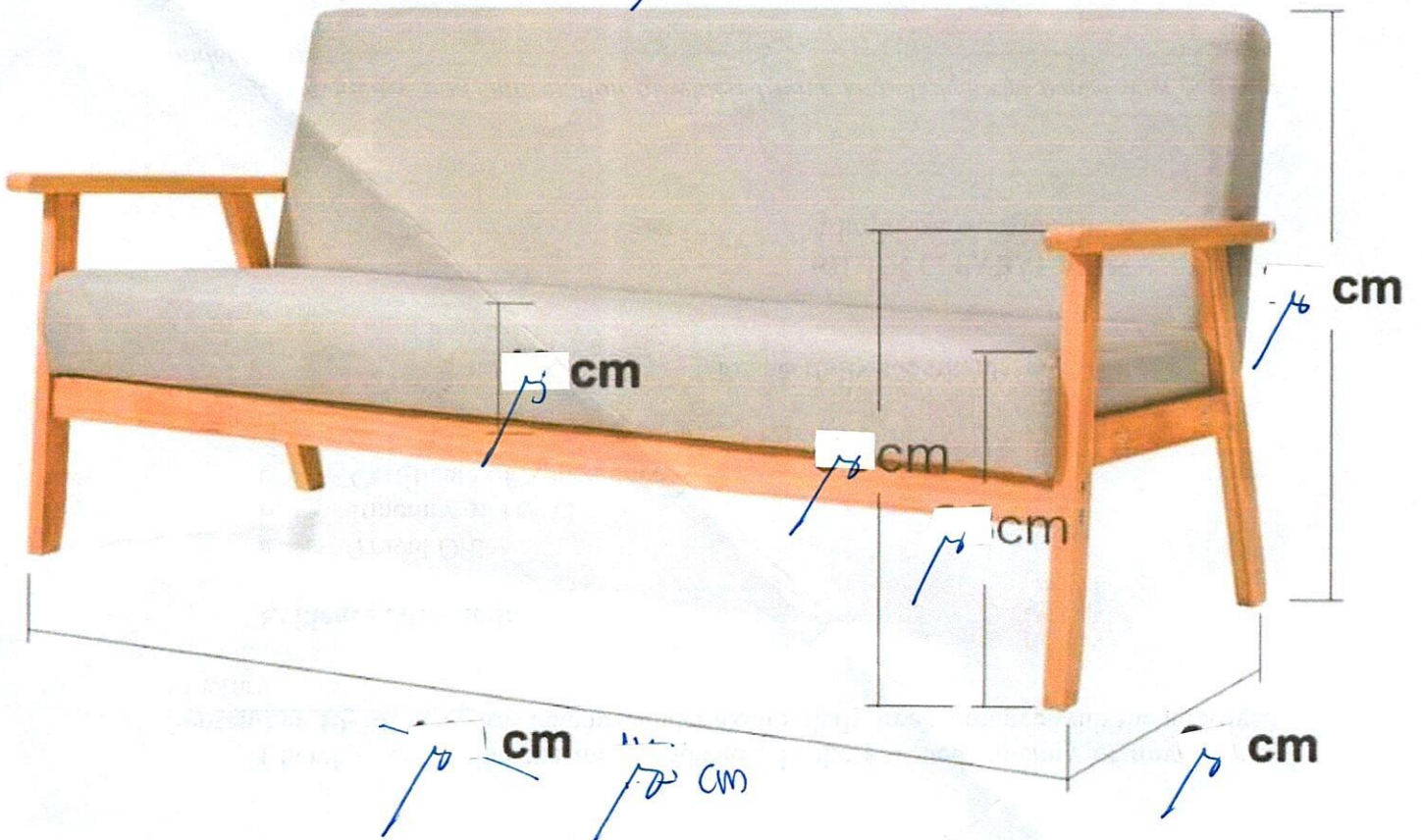
LOT II: Item 1




MARIEL M. AVENIR

CGADH I / PESO Manager / CTEC

LOT I:



Three person sofa

🔥 115 CM/55inch khaki

MARIEL M. AVENIR
CGADH I / RESO Manager / CTEC