

Republic of the Philippines
 City of San Carlos
 Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 9-24-08-1504

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: (All Lots) 15 Working Days upon receipt of P.O.					
			LOT 1		
1	400	pfs	Immunoglobulin, Tetanus (Human) 250 IU/mL, 1 mL Solution for Injection Prefilled Syringe	_____	_____
			LOT 2		
1	600	bottle	Lactulose 3.3 g/5 mL (3.35 g/5 mL), 120mL Syrup Bottle	_____	_____
			LOT 3		
1	15,000	capsule	Mefenamic Acid 500 mg Capsule	_____	_____
			LOT 4		
1	2,000	ampule	Metoclopramide 5 mg/mL, 2 mL Solution for Injection Ampule	_____	_____
			LOT 5		
1	2,000	tablet	Rifaximin 200 mg Tablet	_____	_____
			LOT 6		
1	800	ampule	Sodium Bicarbonate 1 mEq/mL, 20 mL Solution for Injection Ampule	_____	_____
			LOT 7		
1	1,000	ampule	Vaccine, Tetanus Toxoid 40 IU (5 lf)/0.5mL, 0.5 mL Suspension for Injection	_____	_____
			LOT 8		
1	10,000	tablet	Trimetazidine 35 mg Tablet	_____	_____

NOTE:

1. Must submit a copy of CPR/CLIDP during the bidding.
2. Must submit CGMP, Bio-analysis (for Antibiotics only), during the bidding or 7 working days thereafter.
3. Antibiotics must be Batch Notified upon verification from the FDA Portal.
4. Must submit a sample of their products offered during the bidding or within seven (7) working days thereafter except for suppliers who have already delivered the same brand of medicines to the San Carlos City Hospital. Expiration date of samples must be at least 18 months.
5. Product offered must have at least 18 months expiration date from date of delivery. Winning supplier must provide a guarantee letter to pull-out and replace near expiry items 3 months prior to expiration date once the delivered item has less than 18 months expiration date from delivery date.

x-x

PURPOSE: For the use of San Carlos City Hospital, this city. **T O T A L** _____

Company Name / Business Name & Address	Name / Signature of Representatives	Form & Amount of Bid Security
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FOR SALE
₱ 1,000.00

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 9-24-08-1504 **DATE** : August 28, 2024

PURPOSE: FOR THE USE OF SAN CARLOS CITY HOSPITAL, THIS CITY.

OFFICE : CITY HOSPITAL

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	: 400,000.00	: 8,000.00	: 20,000.00
Lot 2	: 114,000.00	: 2,280.00	: 5,700.00
Lot 3	: 30,000.00	: 600.00	: 1,500.00
Lot 4	: 28,000.00	: 560.00	: 1,400.00
Lot 5	: 126,400.00	: 2,528.00	: 6,320.00
Lot 6	: 144,000.00	: 2,880.00	: 7,200.00
Lot 7	: 80,000.00	: 1,600.00	: 4,000.00
Lot 8	: 50,000.00	: 1,000.00	: 2,500.00

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.) ₱ 1,000.00

- 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**