Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-09-1753

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
		-	Lot I. Meals and Snacks	100	
1	40	serving	Breakfast	40	
2	40	serving	AM Snacks		
3	40	serving	Lunch		
4	40	serving	PM Snacks		
5	32	serving	Dinner		
		\	Note: See attach menu	Sub-T <mark>ota</mark> l	
			7060	-	
			Lot II. Accomodation		
1	4	nights	2 Rooms for 4 Nights		
PURPOSE:		·F.	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-	TOTAL	
Г	ORPUS)E.	For the use of SCC Search for Sipaway Environment -	TOTAL ,	
Friendly Homestay Year IV Evaluation by the City Environment Management Office of this city on Nov. 11-					
14, 2024.					
			14, 2024.		
			VI IDDIN'		
Company Name / Business Name & Address			nme & Address Name / Signature of Representatives	Form & Amount	

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-09-1753 DATE : September 27, 2024

PURPOSE: FOR THE USE OF SCC SEARCH FOR SIPAWAY ENVIRONMENT - FRIENDLY HOMESTAY YEAR IV

EVALUATION BY THE CITY ENVIRONMENT MANAGEMENT OFFICE OF THIS CITY ON NOV. 11-14,

2024.

OFFICE: CEMO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., October 29, 2024

PLACE: BAC Secretariat Office/CMO Extension Office

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

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/ Surety Bond Bank Draft/Guarantee

(2% of ABC) (5% of ABC)

Lot 1 Meals & Snacks : 28,800.00 : 576.00 : 1,440.00 Lot 2 Accomodation : 12,000.00 : 240.00 : 600.00

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 T<mark>reasu</mark>rer of San Carlos City.

b) 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.

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

d) Any combination of the foregoing : Proportionate to share form with respect

to total amount of security

e) Bid Securing Declaration

to issue such security.

2. 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.)
- 4. Your price offer must be valid for 120 calendar days.

3.

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.

Sample or Brochures of the materials (if required) shall be attached to the bid documents.

- 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