Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-10-1934

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
Delivery Term: (All Lots) 7 Working Days upon receipt of P.O.					
			LOT I	100	
1	2	pcs.	choco powder 1kg	1600	
2	10	pcs.	choco powder 600g		
3	10	pcs.	choco powder 300g		
4	22	pcs.	choco powder 150g		
5	70	pcs.	choco powder 48g		
6	2	pcs.	milk 840g		
7	10	pcs.	milk 680g		
8	10	pcs.	milk 300g		
9	22	pcs.	milk 135g		
10	70	pcs.	milk 33g		
11	23	pac <mark>ks</mark>	chocolate cake bar (10 pcs. Per pack)		
12	14	packs	wafer stick (50 pcs. Per pack)		
13	23	packs	assorted biscuit 10 pcs. Per pack)		
			VIIIDDINV	Sub-Total	
			LOTII		
1	275	packs	Snacks AM		
			LOT III		
1	3	pcs.	Personalized Mugs		
			Note:		
			1. Snacks should be place in biodegradable packaging.		
			2. See attach menu & sample design for lot II & III		
			X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-		
PURPOSE:		E:	For the use of Children's Month Celebration for Day Care	TOTAL	
			Pre-Schooler on November 8, 2024 (tentative date).		
					· · · · · · · · · · · · · · · · · · ·
Company Name / Business Name & Address Name / Signature of Representatives				Form & Amount	

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-10-1934 DATE : October 7, 2024

PURPOSE: FOR THE USE OF CHILDREN'S MONTH CELEBRATION FOR DAY CARE PRE-SCHOOLER ON

NOVEMBER 8, 2024 (TENTATIVE DATE).

OFFICE: CSWDO

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

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

20,905.50

27,500.00

1,500.00

BID SECURITY

Cash/ Manager's Check/
Bank Draft/Guarantee
(2% of ABC)

418.11 : 1,045.28
550.00 : 1,375.00
30.00 : 75.00

Lot 1 Lot 2 Lot 3

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 : 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 : 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 to issue such security.

d) Any combination of the foregoing

: Proportionate to share form with respect

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

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