Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-10-1925

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
1	40	PCS	Vest Uniform, Nec CEMO & San Car	e: 20 Working Days upon receipt of on Green color with high quality light reflector, los City logo in front & SWM logo at the back in 20, Large 10, XL 10) = 40 pcs	100	
2	80 PURPOSE	PCS E:	Sweater Shirt, G front & SWM log *Sizes: (Medium (Please see atta x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	Sweater Shirt, Green color with San Carlos City Logo in front & SWM logo at the back Sizes: (Medium 40, Large 30, XL 5, XXL 5) = 80 pcs (Please see attached sample) X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X		
			Center Team of	the City Environment Management Office this city.		
Company Name / Business Name & Address Name / Signature of Representatives Form & Amour						Amount

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-10-1925 DATE : October 7, 2024

PURPOSE: FOR USE AS UNIFORM OF THE SWEEPERS, COLLECTORS & ECO CENTER TEAM OF THE CITY

ENVIRONMENT MANAGEMENT OFFICE, THIS CITY.

OFFICE: CEMO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., November 12, 2024

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/

Surety Bond

Bank Draft/Guarantee (2% of ABC)

(5% of ABC)

54,000.00

1,080.00

2,7_{00.00}

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 by a Universal or Commercial Bank

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

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,

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

if issued by a foreign bank.
c) Surety Bond callable upon demand issued by a surety or insurance company duly

insurance company duly certified by the Insurance Commission as authorized to issue such security.

d) Any combination of the foregoing

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

: Proportionate to share form with respect 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