Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-10-1926

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
1	1	Deli unit	very Term: (All Lots) 10 Working Days upon receipt LOT I (DESKTOP WITH PRINTER) PERSONAL COMPUTER (CPU COMPONENTS ONLY) 8000U Series Processor 2.5GHz (4MB cache or higher) Mother Board w/On-Board Audio, LAN & Printer Port 4gb RAM Full Tower ATX Casing with 650 Watts Power Supply 1TB SSD Hard disk DVDRW with Multi Media Speakers 650 watts AVR Windows Enhanced Keyboard Optical Mouse with Pad	of P.O.	
_		1	Plus Pre-Installed Software		
2	1	unit	MONITOR	<u></u>	
3	1	unit	LCD Monitor 19.5" using LED Technology		
3	'	unit	650VA UPS (Heavy – Duty)		
4	1	unit	PRINTER		
			Inkjet Multi-Function Printer with Ink Tank System Printer/ Copier/ Scanner capability Built-in tank system High-yield ink bottles 1-year warranty	Sub-Total	
			LOT II (LINIIVEDSAL SEDIAL BLIS)		
1	2	pcs	LOT II (UNIVERSAL SERIAL BUS) High Quality 32gb Flash Drive		
•	_	poo	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-		
	PURPOSE:		For the use of San Carlos Integrated Housing Authority.	TOTAL =	
Con	npany Name /	Business Na	me & Address Name / Signature of Representatives	Form & A	Amount

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-10-1926 DATE: October 7, 2024

FOR THE USE OF SAN CARLOS INTEGRATED HOUSING AUTHORITY. **PURPOSE:**

CPDCO OFFICE:

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)

Lot 1 Lot 2 41,000.00 1,000.00

820.00 20.00

2,050.00 50.00

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 by a Universal or Commercial Bank in favor of City <mark>Treasure</mark>r o<mark>f San Carlo</mark>s City.

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

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,

if issued by a foreign bank. c) Surety Bond callable upon

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

Two percent (2%) 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.

d) Any combination of the foregoing

: 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

- Sample or Brochures of the materials (if required) shall be attached to the bid documents. 3.
- Your price offer must be valid for 120 calendar days. 4.
- Award will be made to the Lowest Calculated Responsive Bid (LCRB) that is the most advantageous 5. to the government subject to post evaluation by the BAC.
- 6. 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. 8.

SGD ATTY. MA. CHAT H. DELIMA-CORDERO City Gov't Dept. Head I-OHRM / BAC Chairman **BIDS & AWARDS COMMITTEE**