

Republic of the Philippines  
 City of San Carlos  
 Negros Occidental

SHEET NO. 1

**INVITATION TO BID**

**PURCHASE REQUEST NO: 1-24-10-1984**

Page 1 of 2

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
<b>Delivery Term: (All Lots) 15 Working Days upon receipt of P.O.</b>					
<b>LOT I</b>					
1	15	packs	Bathroom Tissue	_____	_____
2	10	packs	Jumbo Roll Tissue	_____	_____
3	10	packs	Garbage bag (small)	_____	_____
4	7	packs	Garbage bag (medium)	_____	_____
5	8	packs	Garbage bag (large)	_____	_____
6	5	packs	Garbage bag XXXL	_____	_____
7	15	pairs	Rubber Gloves	_____	_____
8	10	bottles	Spray Bottles	_____	_____
9	10	bottles	Squirt Bottles	_____	_____
10	5	pcs.	Floor Water Wiper	_____	_____
11	5	pcs.	Window Squeegee	_____	_____
12	5	pcs.	Floor Squeegee Refill	_____	_____
13	5	pcs.	Toilet Brush	_____	_____
14	5	pcs.	Hand Brush	_____	_____
15	10	pcs.	Scrubbing pad	_____	_____
16	5	pcs.	Yarn Mop	_____	_____
17	1	pcs.	Laundry Cart (small)	_____	_____
18	2	pcs.	Steel Rack Organizer 4layer	_____	_____
19	6	pcs.	Mega box Storage (clear) 120L	_____	_____
20	5	pcs.	Mega box Storage (clear) 155L	_____	_____
21	10	pcs.	Floor Rug	_____	_____
				Sub-Total	_____
<b>LOT II</b>					
1	5	gals.	Glass Cleaner 3785ml	_____	_____
2	7	cont.	Sink Declogger 3785ml	_____	_____
3	10	cont.	Laundry Detergent 3785ml	_____	_____
4	10	cont.	Fabric Softener 3785ml	_____	_____
5	5	gals.	Liquid Bleach 3785ml	_____	_____
6	5	gals.	Hand Soap 3785ml	_____	_____
7	10	gals.	Toilet Bowl Cleaner 3785ml	_____	_____
8	5	gals.	Disinfectant 3785ml	_____	_____
9	30	pcs.	Air Deodorizer	_____	_____
10	20	bots.	Air Freshener 320ml	_____	_____
11	15	bots.	Insect Killer Spray 600ml	_____	_____
				Sub-Total	_____



**FOR SALE**  
**P 500.00**

## INSTRUCTION TO BIDDERS

**PURCHASE REQUEST NO** : 1-24-10-1984 **DATE** : October 28, 2024

**PURPOSE:** FOR USE THE SAN CARLOS CITY MULTI-PURPOSE BUILDING, THIS CITY.

**OFFICE :** CMO

**DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS** : 1:30 P.M. , December 17, 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	:	130,479.00	2,609.58
Lot 2	:	104,805.00	2,096.10
Lot 3	:	6,820.00	136.40
Lot 4	:	15,500.00	310.00

### **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.) P 500.00
- 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**