Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-24-11-2012

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	/ N	U PRICE	TOTAL
1 1 2 2	1 unit LAPT 10th 0 8GB M 256GE 15.6" HD GI DVD+ WiFi Netwo Multi 0 64-Bit Li-lon Optica Carryi 1 year 2 set PERS 8000 S Mothe 8GB F Full TG 512GE Plus F DVDR		LAPTOP COMPLE 10th Gen 10210U 8GB Memory 256GB SSD + 1T 15.6" HD Display HD Graphic with 4 DVD+/-RW Drive WiFi Network Port (Bui Multi Card Reade 64-Bit Windows C Li-lon Battery Optical Mouse wit Carrying Case 1 year warranty PERSONAL COM 8000 Series Proce Motherboard with 8GB RAM Full Tower ATX C 512GB SSD + 1 T Plus Pre-installed DVDRW with Multi	E 20 Working Days upon receipt of P. UTER U Processor (or higher) TB HDD Storage (4GB Dedicated Memory (Video Card) (5 (Built in or External) (6) (9) (10) (11) (11) (11) (12) (13) (14) (15) (15) (16) (17) (17) (17) (18) (18) (18) (19) (19) (19) (19) (19) (19) (19) (19		Port	TOTAL
	PURPOSE:		LCD Monitor 21.5 650 Watts AVR of Windows Enhance Optical Mouse wit Inkjet Multi-Functi x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	using LED Technology or hi r higher ed Keyboard	tem (3in1) x-x-x-x-x-x	TOTAL =	
Con	mpany Name /	Business Na	ame & Address	Name / Signature of Repre	esentatives	Form & Ar	mount

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-24-11-2012 DATE: November 25, 2024

TO BE USED IN THE REAL PROPETY TAX DIVISION, CITY TREASURER'S OFFICE. **PURPOSE:**

OFFICE: CTO

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/

Surety Bond

Bank Draft/Guarantee (2% of ABC)

(5% of ABC)

161,000.00

3,220.00

8,050.00

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 Univ<mark>ersal or Commerc</mark>ial 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 Uni<mark>versal or Commercial Bank:</mark> 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

certified by the Insurance Commission as authorized

to issue such security.

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

d) Any combination of the foregoing

: Proportionate to share form with respect to total amount of security

e) 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

- 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.
- 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**