

Republic of the Philippines  
City of San Carlos  
Negros Occidental

SHEET NO. 1

**INVITATION TO BID**

**PURCHASE REQUEST NO: 31-24-11-2001**

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: 5 Calendar Days upon receipt of P.O.</b>					
<b>Lot-I</b>					
1	44	sack	Rice (50kg/sack Good Quality)	_____	_____
<b>Lot-II</b>					
1	1230	kl	Pork	_____	_____
2	1476	kl	Chicken	_____	_____
3	366	kl	Beef	_____	_____
				Sub-Total	_____
<b>Lot-III</b>					
1	985	can	Luncheon Meat 350g	_____	_____
2	60	gal	Cooking Oil	_____	_____
3	7880	pcs	Eggs	_____	_____
4	350	pack	Powdered Chocolate Drink 24g (12pcs/pk)	_____	_____
5	320	can	Corned Beef 1 kg	_____	_____
6	100	pack	Chicken Hotdog (1kl/20pc)	_____	_____
7	180	pack	Coffee (3 in 1) 10pcs/pk	_____	_____
8	30	kg	Sugar (Brown)	_____	_____
9	32	kg	Rock Salt	_____	_____
10	14	kg	MSG	_____	_____
11	34	kg	Tomato Sauce	_____	_____
12	140	pack	All Purpose Flour (1kg per Pack)	_____	_____
13	400	pack	Breading Mix 238g (party pack coats 3-4 kg)	_____	_____
14	150	pack	Flavor Seasoning Mix.28oz	_____	_____
15	50	bottle	Oyster Sauce 750ml (25.4 oz)	_____	_____
16	16	gal	Soy Sauce	_____	_____
17	16	gal	Vinegar	_____	_____
18	84	jar	Dishwashing paste 350gram	_____	_____
19	7,880	pcs	Juice (Tetra pack) 250ml	_____	_____
20	7880	pc	Purified Water 500ml	_____	_____
21	1182	pack	Cupcakes (1 pack/10 pcs)	_____	_____
				Sub-Total	_____
<b>Lot-IV</b>					
1	15	kg	Ginger	_____	_____
2	35	kg	Garlic	_____	_____
3	130	kg	White Beans	_____	_____
4	130	kg	Monggo	_____	_____
5	35	kg	Onion	_____	_____
6	35	kg	Spring Onions	_____	_____
				Sub-Total	_____
PURPOSE:				T O T A L	_____
For the use of Division Athletic & Cultural Meet on January 15-18, 2025.				_____	_____

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

**FOR SALE  
P5,000.00**

## INSTRUCTION TO BIDDERS

**PURCHASE REQUEST NO** : 31-24-11-2001 **DATE** : November 15, 2024

**PURPOSE:** FOR THE USE OF DIVISION ATHLETIC & CULTURAL MEET ON JANUARY 15-18, 2025

**OFFICE :** DEPED

**DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS** : 1:30 P.M. , **December 17, 2024**

**PLACE** : BAC Secretariat Office/CMO Extension Office

		<u>AMOUNT OF CONTRACT</u>	<u>BID SECURITY</u>	
			Cash/ Manager's Check (2% of ABC)	Surety Bond (5% of ABC)
<b>Lot 1</b>	:	140,800.00	2,816.00	7,040.00
<b>Lot 2</b>	:	872,100.00	17,442.00	43,605.00
<b>Lot 3</b>	:	762,720.40	15,254.41	38,136.02
<b>Lot 4</b>	:	56,472.50	1,129.45	2,823.63

**PRE-BID CONFERENCE:** **December 5, 2024 at 8:30 AM, BAC Secretariat Office**

### 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 P5,000.00 ( per City Ordinance No. 23-21, Series of 2023.)
- 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**