## Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

## **INVITATION TO BID**

PURCHASE REQUEST NO: 1-25-01-0014

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 PR	RICE TOTAL				
		1	Lot I					
1	200	packs	Biscuits					
	- 1	4.5	(Assorted Cream-Filled Biscuits, Crackers and Wafers)					
2	1,000	bot	Flavored Juice Drink (Assorted)					
			Sub-1	Fotal				
4	000		Lot II					
1 2	620 275	servings	Meals (Breakfast, Lunch, Dinner)					
Z	215	servings	Snacks (Morning and Afternoon) NOTE: Please see attatched menu Sub-					
			Lot III	/				
1	300	рах	Drug Testing Services	1				
-			ABDE T					
			Lot IV					
1	200	kit	Drug Testing Kits					
			Note:					
			1. Lot I is subject to Progress Billing and as per request					
order by the End-user. Supplier must replace the remaining								
			biscuits and juices if unconsumed 3 months before its					
			expiration date.					
2. Lot II is subject to Progress Billing and as per request								
			order by the End-user ,number of servings depends on					
the activity to be conducted and shall be communicated								
by the End-user to the suppplier prior the activity. Supplier must provide service water including disposable cups								
3. Lot III is subject to Progress Billing as per request Order .								
4. Lot IV Delivery Terms is 10 working days upon receipt								
			of the Purchase Order and Supplier must replace the					
			remaining kits if unconsumed 3 months before its expiration date	).				
			X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-					
PURPOSE:		:	For the use of SCCADAC in implementing of CBDRP T O T	AL				
			Daily Sessions, Regular Quarterly and Special Meetings,					
			Barangay Drug Clearing Program, Random Drug Testing					
			of LGU Employees, School Symposia and other related					
			activities CY 2025.					

## **INSTRUCTION TO BIDDERS**

PURCHASE REQUEST NO		: 1-25-01-0014	A	DATE : January 8, 20	25				
PURP	QUARTERLY	AND SPECIAL MEETINGS,	BARANGAY	CBDRP DAILY SESSIONS, DRUG CLEARING PROGE A AND OTHER RELATED A	AM, RANDOM DRUG				
OFFIC	E: SCCADAC	1	A						
ΠΔΤ		NE FOR THE SUBMISSION		1:30 P.M. January 28	2025				
DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , January 28, 2025 PLACE : BAC Secretariat Office/CMO Extension Of									
	0.5	AMOUNT OF CO	- 1 A	BID SEC					
				Cash/ Manager's Check/	Surety Bond				
			in's	Bank Draft/Guarantee (2% of ABC)	(5% of ABC)				
Lot 1 Lot 2 Lot 3		: 36,000. : 179,750 : 90,000.	.00 00 960	720.00 : 3,595.00 : 1,800.00 :	1,800.00 8,987.50 4,500.00				
Lot 4		: 11,000.	00 :	220.00 :	550.00				
		C, TERMS	& CONDI	TIONS	/				
1.	<ul> <li>a) Cash or cashie by a Universal in favor of City</li> <li>b) Bank draft/gua issued by a Un Provided, howe authenticated b if issued by a fe</li> <li>c) Surety Bond ca demand issued insurance com certified by the Commission as to issue such se</li> <li>d) Any combination</li> <li>e) Bid Securing D</li> </ul>	allable upon I by a surety or pany duly Insurance s authorized ecurity. on of the foregoing reclaration from the BAC Secretariat O	d p f credit f credit ed or al Bank, ffice at a nor	Two percent (2%) of the AB Two percent (2%) of the AB Five percent (5%) of the AB Proportionate to share form to total amount of security	C (See above) C (See above)				
	•	ance No. 23-21, Series of 2		-					
3.	Sample or Brochures of the	e 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