

**Local Economic Development & Investment Promotion Office
Negosyo Center**

PR Number :

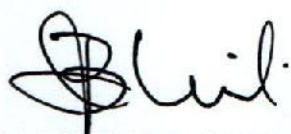
Supplier:

Lot I: MENU - Snacks

	Unit	Qty	Menu
1st Activity	Servings	30	Clubhouse Sandwich
			Bottled Juice
2nd Activity	Servings	120	CheeseBurger
			Bottled Juice
3rd Activity	Servings	180	Clubhouse Sandwich
			Bottled Juice

Lot II: MENU - Lunch

	Unit	Qty	Menu
1st Activity	Servings	30	Rice
			Pork Steak
			3 Lumpia Shanghai
			Fresh Fruit
			Bottled Juice
2nd Activity	Servings	60	Rice
			Beef w/ broccoli
			Breaded Pork
			Fresh Fruit
			Bottled Water
3rd Activity	Servings	90	Rice
			Pork Menudo
			3 Lumpia Shanghai
			Fresh Fruit
			Bottled Water



MA. NOVAH R. SOLLESTA
Special Operations Officer III
LEDIPO/Negosyo Center

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-01-0109 **DATE** : January 17, 2025

PURPOSE: FOR USE OF LOCAL ECONOMIC AND ENTREPRENEURIAL RELATED ACTIVITIES FOR THE 1ST QUARTER YEAR 2025.

OFFICE : NEGOSYO CENTER

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , February 4, 2025

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	:	27,000.00	: 540.00
Lot 2	:	45,000.00	: 900.00

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