

FOR SALE
P 500.00

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-01-0105 **DATE** : January 17, 2025

PURPOSE: TO BE USED FOR ANNUAL COMPLIANCE REVIEW FOR COOPERATIVES AND CDA UPDATES AT CLDO ACTIVITY AREA ON FEBRUARY 28, 2025-MARCH 2, 2025 (TENTATIVE SCHEDULE).

OFFICE : CLDO

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	:	30,900.00	618.00
Lot 2	:	2,400.00	48.00

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 P 500.00 (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**

**ANNUAL COMPLIANCE REVIEW FOR COOPERATIVES AND CDA UPDATES
FEBRUARY 28, 2025-MARCH 1-2, 2025 at CLDO Activity Area**

MENU

**March 1, 2025
Breakfast**

Rice
Boneless Bangus
Scrambled Egg
Coffee
Fruits

**February 28, 2025
Dinner**

Rice
Pork Nilaga Soup
Chicken Barbeque
Diced Vegetables
Fruits
Softdrinks (320 ml)

MENU

**March 2, 2025
Breakfast**

Rice
Pork Tapa
Sunny Side-Up Egg
Coffee
Fruits

**March 1, 2025
Dinner**

Rice
Fish Tinola Soup
Pork Barbeque
Chopsuey
Fruits
Softdrinks (320 ml)

MENU

MARCH 2, 2025

Lunch @40 pax

Rice
Macaroni Soup
Breaded Porkchop
Bakareta
Vegetable Lumpia
Fruits
Softdrinks (320 ml)

FEBRUARY 28, 2025

Lunch @40 pax

Rice
Corn Soup
Korean Pork
Breaded Chicken
Sotanghon Guisado
Fruits
Softdrinks (320 ml)

MARCH 1, 2025

Lunch @40 pax

Rice
Fish Sinigang Soup
Humba
Lechon Manok
Mixed Vegetables
Fruits
Softdrinks (320 ml)

Prepared by:



RAYMUND B. GEPITULAN
Supervising Cooperatives Development Specialist
City Cooperatives Development Officer-Designate