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

SHEET NO. 1

## INVITATION TO BID

PURCHASE REQUEST NO: 1-25-01-0123

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
			LUNCH	100	
1	65	servings	1st meeting February 13, 202 <mark>5 - 65pa</mark> x	40	
		The state of	LUNCH		
2	65	servings	2nd meeting April 10 <mark>, 2025 - 65pax</mark>	MA	
			LUNCH \CLUMB \Cl	/ /	
3	65	servings	3rd meeting June 19, 2025-pax		
		1 6 1	Note: See Attach Menu	0 1	
			The winning bidder should provide flowing water,	9/	
			coffee, creamier and sugar.		
			<mark>X-X</mark> -X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-		
			To be serve during the City Agricultural & Fishery Council	TOTAL	
			(CAFC) Consultative Quarterly Meeting on February 13,		
		1	April 10 and June 19, 202 <mark>5 at C</mark> onsuelo Commu <mark>nity</mark>		
			Center, Brgy Rizal, this City.		
			LIPPIN		

Company Name / Business Name & Address	Name / Signature of Representatives	Form & Amount

## INSTRUCTION TO BIDDERS

**PURCHASE REQUEST NO** : 1-25-01-0123 **DATE**: January 21, 2025

TO BE SERVE DURING THE CITY AGRICULTURAL & FISHERY COUNCIL (CAFC) CONSULTATIVE PURPOSE:

QUARTERLY MEETING ON FEBRUARY 13, APRIL 10 AND JUNE 19, 2025 AT CONSUELO COMMUNITY

CENTER, BRGY RIZAL, THIS CITY.

OFFICE: **AGRI** 

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

(5% of ABC)

(2% of ABC)

Surety Bond

48,750.00

975.00

2,437.50

## **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 Universal or Commercial Bank

: Two percent (2%) of the ABC (See above)

in favor of City <mark>Treasure</mark>r o<mark>f San Carlo</mark>s City. b) 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)

c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized

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

to issue such security. d) Any combination of the foregoing

: Proportionate to share form with respect

to total amount of security

e) Bid Securing Declaration

2. 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. 3.
- Your price offer must be valid for 120 calendar days. 4.
- Award will be made to the Lowest Calculated Responsive Bid (LCRB) that is the most advantageous 5. 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. 8.

SGD

ATTY. MA. CHAT H. DELIMA-CORDERO City Gov't Dept. Head I-OHRM / BAC Chairman **BIDS & AWARDS COMMITTEE**