Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-01-0187

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
			Lot I: Meals and Snacks		
1	20	servings	Meals (Ruffet-Style Breakfast)	40	
2	250	servings	Meals (Buffet-Style Lunch)	4 1	
3	400	servings	Snacks (AM & PM)	B. della	
4	20	servings	Meals (Ruffet-Style Dinner)		
			Wodio (Dallet Otyle Dilliot)	Sub-Total	
			Lot II: Room Accommodation		
1	10	rooms	Standard Room (Good for 2 pax)	91	
			NOTE:		
			1. Tentative Schedule February to December 2025.		
			2. Progress Billing	/	
			3. Winning Bidder of Lot I shall provide flowing water, coffee		
			and table skirting for buffet.		
		1	4. Winning Bidder of Lot I shall provide venue for dining if ne	eded.	
			5. Please see attached MENU for Lot I.		
			x- <mark>x-x-x</mark> -x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-		
PURPOSE:			For the use of Guest, Facilitators and Visitors of PUBLIC	TOTAL	
			EMPLOYMENT SERVICE OFFICE, this city.		

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

MENU

TENTATIVE SCHEDULE For PESO Guest, Facilitators and Visitors 2025

5-02-99-990

SNACKS: Heavy Snacks (Choices of)

AM/PM:

- Spaghetti / Bam-I / Valenciana / Clubhouse Sandwich / Corndog / Pancit / Bihon Guisado / Arroz Caldo
- · 2 slices Toasted Bread / Garlic Bread / Any Bread
- Cheeseburger with TLC/ Clubhouse Sandwich / Pork or Chicken asado Siopao / Meatballs / Dinuguan and Puto.
- Juice/Coffee
- · Bottled Juice / Soft drinks

BREAKFAST (Choices of)

- Rice
- Tocino / Longganisa / Tapa / Fried Bangus
- · Egg (Scrambled / Sunnyside Up)
- Juice/Milo

LUNCH (Choices of)

- Rice
- Sweet & Sour Fish , Pork or Chicken
- · Chicken Fillet / Chicken Fingers with sauce
- Pork Linat-an / Sinigang
- · Steak Beef, Pork or Fish
- · Grilled Liempo, Chicken, Fish or Pork
- Chopsuey
- Lumpia
- Meatballs
- Soft drinks/Water

DINNER

- Rice
- Pork Steak
- · Fish Fillet / Chicken Fillet
- Chopsuey / Sunyatcen
- · Chicken Cordon Bleu
- Grilled Meat
- Soft drinks / Water
- The winning shall provide flowing water and coffee.
- · Can be pack or buffet.

MARIEM M AVENIR
CGADH I / PESO Manager / CTEC

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-01-0187 DATE : January 27, 2025

PURPOSE: FOR THE USE OF GUEST, FACILITATORS AND VISITORS OF PUBLIC EMPLOYMENT SERVICE

OFFICE, THIS CITY.

OFFICE: PESO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., February 11, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/ Surety Bond

Bank Draft/Guarantee (5% of ABC)

(2% of ABC)

2,276.00

240.00

(5% of ABC) 5,690.00

600.00

Lot 1 Meals and Snacks
Lot 2 Room Accomodation

: 113,800.00 : 12,000.00

TERMS & CONDITIONS

1. 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 in favor of City Treasurer of San Carlos City. : Two percent (2%) of the ABC (See above)

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

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.

: Five percent (5%) 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 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

- 3. Sample or Brochures of the 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