# Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

## INVITATION TO BID

PURCHASE REQUEST NO: 401-25-02-0234

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
1	300	pack	Lot I Snacks AM	RILOS	100	
1	20	sacks	Lot II Rice (50g)	THE WAY OF THE PERSON OF THE P	0,	
1	700	pcs		n: 7working days ould be place in <mark>biodegrable pack</mark> aging.		
PURPOSE:  X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X						
Con	npany Name	/ Business Na	nme & Address	Name / Signature of Representative		Amount Security

## INTER NATIONAL WOMEN'S DAY CELEBRATION

DATE: MARCH 23,2025

**MENU: 300 SERVINGS** 

BURGER

BOTTLED ICE TEA

Prepared by: Mark Cabatas

Noted by: Edena S. Dagondon SWO IV/ OIC-CSWDO

# INTER NATIONAL WOMEN'S DAY CELEBRATION

7960

DATE: MARCH 23,2025

MENU: 300 SERVINGS

BURGER

BOTTLED ICE TEA

Prepared by: Mark I Cabatas

Noted by: Edena S. Dagondon SWO IV/ OIC-CSWDO

## INTER NATIONAL WOMEN'S DAY CELEBRATION

DATE: MARCH 23,2025 MENU: 300 SERVINGS

BURGER

BOTTLED ICE TEA

Prepared by: Mark Cabatas

Noted by: Edena S. Dagondon SWO IV OIC-CSWDO

350.00

### INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 401-25-02-0234 DATE : February 3, 2025

PURPOSE: FOR THE USE OF INTERNATIONAL WOMEN'S DAY CELEBRATION (DATE: MARCH 23, 2025).

OFFICE: CSWDO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., February 18, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

21,000.00

70,000.00

7,000.00

BID SECURITY

Cash/ Manager's Check/
Bank Draft/Guarantee
(2% of ABC)

420.00
1,400.00
Surety Bond
(5% of ABC)

1,050.00
3,500.00

Lot 1 Lot 2 Lot 3

#### **TERMS & CONDITIONS**

1. The Bid/Bids shall be accompanied by a BID SECURITY in any of the following forms:

a) Cash or ca<mark>shier's / Manager's C</mark>heck issued : Two percent (2%) of the ABC (See above) by a Universal or Commercial Bank

in favor of City Treasurer of San Carlos City.

b) Bank draft/guarantee or irrevocable letter of credit : Two percent (2%) of the ABC (See above) 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 facility hors.

if issued by a foreign bank.

 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

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

to total amount of security

140.00

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
ENGR. MAGNOLIA B. ANTONIO, ENP
City Gov't Dept. Head I-CPDCO / BAC Member
BIDS & AWARDS COMMITTEE