Republic of the Philippines

City of San Carlos

Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-02-0338

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 2	QTY. 116 116	packs serving	Snacks Lunch Note: 1. Meals & Snacks should be place in biodegrable packaging 2. See attach menu 3. With flowing coffee 4. 1st Session Serve 58snacks and lunch, date: March 25,202 5. 2nd Session Serve 58snacks and lunch, date: March 31, 20 x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-		TOTAL

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

INSTRUCTION TO BIDDERS

PURCI	HASE REQUEST NO : 1-25-02	2-0338 SA	338 DATE : February 18, 2025					
PURPO	DSE: FOR THE USE OF SAFE SPACES ACT (R.A 113113) ORIENTATION.							
OFFIC	E: CSWDO	1						
DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , March 11, 2025								
	PLACE : BAC Secretariat Office/CMO Extension Off							
		MOUNT OF CONTRACT	NT OF CONTRACT					
	U	BINGI	Cash/ Manager's Check/ Bank Draft/Guarantee (2% of ABC)	Surety Bond (5% of ABC)				
		41,760.00 :	835.20 :	2,088.00				
TERMS & CONDITIONS								
1.	The Bid/Bids shall be accompanied by a	BID SECURITY in any of t	he 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. 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 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 foreg	going :	Proportionate to share form v to total amount of security	with respect				
	e) Bid Securing Declaration		to total amount of scounty					
2.	Secure bidding documents from the BAC (per City Ordinance No. 23-		n-refundable fee of =	P 500.00				
3.	Sample or Brochures of the materials (if	ple or Brochures of the materials (if required) shall be attached to the bid documents.						
4.	Your price offer must be valid for 120 ca	r 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 o the government subject to post evaluation by the BAC.							
6.	ubmit 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

SADE SPACES ORIENTATION

1ST SESSION

DATE: MARCH 28,2025

MENU: SNACKS 58 SERVING SNACKS/ 58 SERVING LUNCH SNACKS: ASSORTED KAKANIN, SODA LUNCH: PORK MENUDO, BUTTERED CHICKEN, FRUITS, WATER WITH FLOWING COFFEE

2ND SESSION

DATE: MARCH 31,2025 MENU: SNACKS 58 SERVING SNACKS/ 58 SERVING LUNCH SNACKS: ASSORTED KAKANIN, SODA LUNCH: PORK MENUDO, BUTTERED CHICKEN, FRUITS, WATER WITH FLOWING COFFEE



Noted by: Edena & Dagondon SWO IV/OIC-OSWDO

SAFE SPACES ORIENTATION

1ST SESSION

DATE: MARCH 28,2025

MENU: SNACKS 58 SERVING SNACKS/ 58 SERVING LUNCH SNACKS: ASSORTED KAKANIN, SODA LUNCH: PORK MENUDO, BUTTERED CHICKEN, FRUITS, WATER WITH FLOWING COFFEE

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Cabatas Prepared by: M

Dagondon Noted by: Edena