Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

1-25-02-0375

of Bid Security

PURCHASE REQUEST NO:

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.**

TEM#	QTY.	UNIT	ARTICLES	U PRICE	TOTAL
		Deli	ivery Term: (All Lots) 15 Working Days upon receipt	of P.O.	
			Lot I for Vamos Bus #2		
1	2	pieces	#9001-454834/RECMF or 9500 Fan Belt with Groove		
2	1	pieces	#9770 Fan Belt with Groove		
3	2	pieces	#8700 Fan Belt with Groove		
4	2	pieces	#8420 Fan Belt with Groove		
5	2	pieces	#8400 Fan Belt with Groove		
6	3	pieces	#8480 Fan Belt with Groove		
7	2	pieces	Oil Filter		
8	2	pieces	Fuel filter		
				Sub-Total	
			Lot II for Various Service Vehicles		
1	30	bottle	ATF (1 Liter)		
			X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-		
PURPOSE:			For use of the Vamos Bus #2 and other service vehicles	TOTAL	
			of the City Mayor's Office.	•	
Com	pany Name / E	Form & Amount			

Surety Bond

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-02-0375 DATE : February 20, 2025

PURPOSE: FOR USE OF THE VAMOS BUS #2 AND OTHER SERVICE VEHICLES OF THE CITY MAYOR'S OFFICE.

OFFICE: CMO

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

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT BID SECURITY

Cash/ Manager's Check/

Bank Draft/Guarantee

(2% of ABC) (5% of ABC)

 Lot 1
 For Vamos Bus #1
 :
 18,500.00
 :
 370.00
 :
 925.00

 Lot 2
 For Various Service Vehicles
 :
 8,220.00
 :
 164.40
 :
 411.00

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 : 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 foreign bank.

c) Surety Bond callable upon : Five percent (5%) of the ABC (See above)

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 P 500.00

(per City Ordinance No. 23-21, Series of 2023.)

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 <u>ATTY. MA. CHAT H. DELIMA-CORDERO</u>

City Gov't Dept. Head I-OHRM / BAC Chairman BIDS & AWARDS COMMITTEE