Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 4-25-02-0395

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**.

| I LIVI # | QIY. | UNIT | ARTICLES | UPRICE | TOTAL |
|----------|----------|----------------|---|---------------------|--------|
| | | 700 | Delivery Term: 30 Calendar Days upon receipt of P. | 0. | |
| 1 | 1 | unit | TIME AND ATTENDANCE MACHINE | 100 | |
| | | | 3-Inch Fingerprint Scanner | | |
| | | | Color TFT screen with GUI Interface for ease of use | Daniel Co. | |
| | | | Facial Recognition | | |
| | | | 1 touch a-second user rec <mark>ognition</mark> | | |
| | | | Stores 3,000 templates and 100,000 transactions | | |
| | | | Reads fingerprints and/or PINs | 9/ | |
| | | 1 | Communication: USB/NETWORK | | |
| | | | Built in serial and Ethernet po <mark>rts</mark> | | |
| | | | Power supply: 5V DC 2A | | |
| | | | Wiegand support/support magnetic contact | | |
| | | | With internal back up battery | | |
| | | | Must be compatible with our existing software | 050/405 | |
| | | | NOTE: SUPPLIER SHOULD HAVE AFTER-SALE REPAIR | SERVICE | |
| г | LIDDOCE. | г. | X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X- | $T \cap T \wedge I$ | |
| F | PURPOS | ·E: | For use of the City Waterworks Department, this city. | TOTAL | |
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| | | | | | |
| | | | | | |
| | | | | | |
| Comr | pany Nam | e / Business N | ame & Address Name / Signature of Representatives | Form & A | Amount |

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 4-25-02-0395 DATE: February 24, 2025

FOR USE OF THE CITY WATERWORKS DEPARTMENT, THIS CITY **PURPOSE:**

OFFICE: CWD

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/

Surety Bond

Bank Draft/Guarantee (2% of ABC)

(5% of ABC)

25,000.00

500.00

1,250.00

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 Univ<mark>ersal or Commerc</mark>ial Bank

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

in favor of City Treasurer of San Carlos City.

b) Bank draft/guarantee or irrevocable letter of credit issued by a Uni<mark>versal or Commercial Bank:</mark> Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, : Two percent (2%) of the ABC (See above)

if issued by a foreign bank. c) Surety Bond callable upon demand issued by a surety or

insurance company duly

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

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

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.
- 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.

SGD

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