Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 9-25-02-0271

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**.

or the (government it	p pe obelli	ed on the date, place a	ind time stated in INSTRUCTION TO	DIDDEKS.		
ITEM#	QTY.	UNIT		ARTICLES	U PRICE	TOTAL	
		Del	ivery Term: (All Lo	ts) 15 Working Days upon recei	pt of P.O.		
	LOT I						
1	11	unit	Desktop Computer	(Complete Set)	10-1		
			Description:	Choo at			
	11		CPU: 12th Gen Prod	cessor	1		
		4 6	Motherboard: Comp	<mark>atible w</mark> ith <mark>On-Bo</mark> ard Audio, Video, LA	AN,		
	1.0		USB3.0/3.1 Ports		100		
			Ram: 8GB DDR4	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 400 1		
			Storage: 256 GB SS	SD + 1TB HDD			
			Graphics: Dedicated				
	1 0		Display: 21.5" FHD (
	1			Pre-instal <mark>led ve</mark> rsio <mark>n of an OS</mark> (exclud	ling		
	1		Windows Home)	1/960			
	1		Connectivity: Gigabi	t Ethernet			
		1	Casing: ATX Case Power Supply 700 w	votta Switahing DS			
				USB Windows Enhanced KB & Optic	val.		
			Mouse with Pad	OSB WINDOWS Enhanced RB & Option	,ai		
			AVR: 500 watts AVF				
			7,11,11,000				
			LOTII	DDIN			
1	11	unit	Printer (Single Prin	ite <mark>r</mark> with CISS Tank)			
			Description:				
			Single Printer with C	ISS tank			
				ır (Cyan, Magenta, Yellow)			
			High-yield ink bottles				
			·	5ipm for black-and-white and 4.5ipm	for colour		
			AC 100-240V; 50-60				
			Note: 1 year warra	nty			
			LOT III				
1	8	unit	Inkjet Multi Function	on Printer			
	Ü	unit	Printer/ Scanner/ Co				
			Built-in Ink Tank Sys				
			High-yield ink bottles				
			Operating System C				
			Note: 1 year warra	· ·			
			X-X-X-X-X-X-X-X-X-X	-x	·X		
	PURPOSE:		For use in	the San Carlos City Hospital.	TOTAL _		
	nony Nama / F	Puoincas N	ama 8 Address	Name / Signature of Depresentatives	Eorm 0 A	mount	
Com	Company Name / Business Name & Address Name / Signature of Representatives					Form & Amount	

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 9-25-02-0271 DATE : February 10, 2025

PURPOSE: FOR USE IN THE SAN CARLOS CITY HOSPITAL.

OFFICE: CITY HOSPITAL

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)

Lot 1 : 319,000.00 : 6,380.00 : 15,950.00 Lot 2 : 77,000.00 : 1,540.00 : 3,850.00 Lot 3 : 88,000.00 : 1,760.00 : 4,400.00

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 : 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 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

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

: 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