Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-02-0408

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
			LOT I- MEALS	1	
1	12	servings	Breakfast @ 4 pax- July 23-25, 2025	40	
2	12	servings	Dinner @ 4 pax-July 22-24, 2025	101	
3	150	servings	Snacks (AM/PM)@2 <mark>5 pax- July 23-25</mark> , 2025	D.A.	
	- 1		\EL\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	Sub-Total	
			LOT II-ROOM ACCOMMODATION	/ /	
1	6	night	2 Standard Room-July 22-24, 2025		
			Note: See attached menu	9/	
			X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-		
	PURPOS	E:	To be used for Skills Training on Meat Processing of	TOTAL	
			Caimito Sipaway Farmers Association at Barangay San		
Juan, Sipaway Island, thi <mark>s city on July 2</mark> 3-25, <mark>2025</mark>					
(tentative <mark>sched</mark> ule).					
			MIDDIN		

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

SKILLS TRAINING ON MEAT PROCESSING OF CAIMITO SIPAWAY FARMERS ASSOCIATION AT BARANGAY SAN JUAN, SIPAWAY ISLAND ON APRIL 23-25, 2025(TENTATIVE SCHEDULE)

MENU

MENU

MENU

July__ 22, 2025 Dinner: 4 pax Breakfast: 4 pax

UNIY _ 23, 2025 Snacks (AM): 25 pax

Rice Nilagang Baka Pork Barbecue Mix Fruits Softdrinks Fried Rice/Plain Rice Spam with egg Mix Fruits Coffee wd cream Hamburger Bottled water

JULY , 23, 2025 Dinner: 4 pax

JULY 24, 2025 Breakfast: 4 pax Snacks (PM):25pax Clubhouse Bottled water July 24, 2025 Snacks (AM):25pax

Rice Escabetche Meat Balls Softdrinks Rice Boneless Bangus Egg Mix Fruits

Coffee wd cream

Siopao Bottled water

างเปร . 24, 2025 Dinner: 4 pax Simily 25, 2025 Breakfast: 4 pax Snacks (PM): 25pax Cheeseburger Bottled Water

Rice Breaded Chicken Pork Steak Softdrinks Rice Tocino with egg Mixed fruits Coffee wd cream

Snacks (AM):25pax
Ham & Egg Sandwich
Bottled water

Snacks (AM):25pax Cheeseburger Bottled water

Prepared by

CRAYMUND B. GEPÍTULAN
Supervising Cooperatives Development Specialist
City Cooperatives Development Officer-Designate

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-02-0408 DATE : February 25, 2025

PURPOSE: TO BE USED FOR SKILLS TRAINING ON MEAT PROCESSING OF CAIMITO SIPAWAY FARMERS

ASSOCIATION AT BARANGAY SAN JUAN, SIPAWAY ISLAND, THIS CITY ON JULY 23-25, 2025

(TENTATIVE SCHEDULE).

OFFICE: CLDO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., March 25, 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 : 16,800.00 : 336.00 : 840.00 Lot 2 : 9,000.00 : 180.00 : 450.00

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

: Proportionate to share form with respect

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

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.
- 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