Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-02-0444

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		
Delivery Term: (Lots 1 & 2) 7 Working Days upon receipt of P.O							
		091	LOT I: GROCERY	40			
1	4	sachet	Milk 300g				
2	96	sachet	Choco Powder 48g	De de la constante de la const			
3	8	pack	Cake Bar	1			
4	32	pack	Assorted Biscuits				
5	22	рс	Meat Loaf 150g				
6	14	рс	Corned Beef 150g	-			
7	10	рс	Sardines 155g				
8	14	pack	Wafer Stick				
			LOT II PIOC				
4	100	and to	LOT II: RICE				
1	100	sack	Rice (5kg Good Quality)				
			LOT III: SNACKS				
1	100	pack	Snacks AM				
'	100	pack	Note:				
			1. Snacks should be placed in biodegrable packaging				
			2. See attach menu				
			X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-				
PURPOSE:			For Solo Parent Got Talent and Solo Parent Recipe	TOTAL =			
			Contest on April 27, 2025.				

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-02-0444 DATE : February 27, 2025

PURPOSE: FOR SOLO PARENT GOT TALENT AND SOLO PARENT RECIPE CONTEST ON APRIL 27, 2025.

OFFICE: CSWDO

Lot 1

Lot 2 Lot 3

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., April 8, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

8,394.20 35,000.00

8,000.00

BID SECURITY

Cash/ Manager's Check/ Bank Draft/Guarantee	Surety Bond
(2% of ABC)	(5% of ABC)
: <u>167.88</u> :	<mark>4</mark> 19.71
: 700.00 :	1, <mark>7</mark> 50.00
: 160.00 :	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 T<mark>reasu</mark>rer 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

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

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