### Republic of the Philippines

City of San Carlos

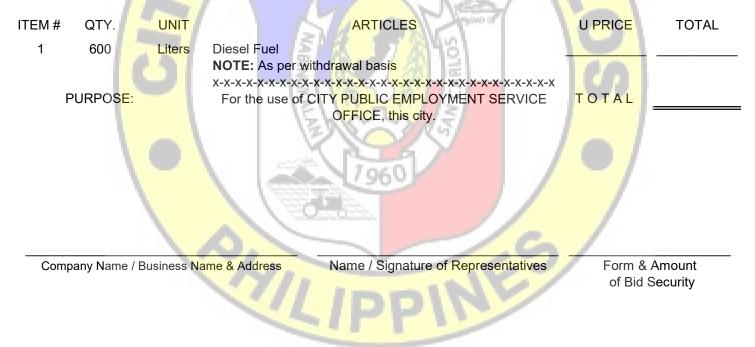
Negros Occidental

### SHEET NO. 1

## INVITATION TO BID

## PURCHASE REQUEST NO: 1-25-03-0556

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**.



# **INSTRUCTION TO BIDDERS**

PURCHASE REQUEST NO		UEST NO	: 1-25-03-0556		DATE : March 13, 2025		
PURP	OSE:	FOR THE USE O	THE USE OF CITY PUBLIC EMPLOYMENT SERVICE OFFICE, THIS CITY.				
OFFIC	E:	PESO	1	3			
DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M., April 8, 2025							
			J. J.	PLACE : BAC Secretariat Office/CMO Extension Office			
			AMOUNT OF CONT	TRACT BID SECURITY			
		U	BINGO	SA.	Cash/ Manager's Check/ Bank Draft/Guarantee (2% of ABC)	Surety Bond (5% of ABC)	
			: 37,086.00	3	741.72 :	1,854.30	
TERMS & CONDITIONS							
1. The Bid/Bids shall be accompanied by a BID SECURITY in any of the following forms:							
		i) Cash or <mark>cashier's</mark> by a Univ <mark>ersal or</mark>	/ Manager's Check issued Commercial Bank easurer of San Carlos City.		Two percent (2%) of the AB	/	
b) Bank draft/guarantee or irrevocable letter of credit : Two percent (2%) of the ABC (See al 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 (See above)		
	C	<ul> <li>Surety Bond calla demand issued by insurance compar certified by the Ins Commission as an</li> </ul>	ble upon y a surety or ny duly surance uthorized		Five percent (5%) of the AB	C (See above)	
		to issue such sec Any combination Bid Securing Dec	of the foregoing	:	Proportionate to share form to total amount of security	with respect	
2.	Secure bio	0	m the BAC Secretariat Office ce No. 23-21, Series of 2023		n-refundable fee of =	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