

Republic of the Philippines  
City of San Carlos  
Negros Occidental

SHEET NO. 1

**INVITATION TO BID**

**PURCHASE REQUEST NO: 1-25-04-0697**

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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
I. Plywood: (Delivery Term: 15 Working Days)					
1	15	shts	Ordinary Plywood 1/2" x 4' x 8' Local Brand		
2	7	shts	Ordinary Plywood 1/4" x 4' x 8' Local Brand		
				Sub-Total	
II. Hardwares: (Delivery Term: 15 Working Days)					
1	30	pairs	Brass Hinges 1" x 2 1/2"		
2	5	kgs	Concrete Nails 3"		
3	5	kgs	CW Nails 1 1/2"		
4	8	kgs	CW Nails 1"		
5	10	kgs	CW Nails 2 1/2"		
6	10	kgs	CW Nails 2"		
7	10	kgs	CW Nails 3"		
8	10	kgs	CW Nails 4"		
9	80	pcs	Drawer Handle		
10	100	pcs	Drawer Lock Heavy Duty		
11	10	kgs	Fin Nails 1 1/2"		
12	10	kgs	Fin Nails 2"		
13	20	pairs	L/P Hinges 3" x 3" Heavy Duty		
14	12	pcs	Lock Set Knob Type Heavy Duty		
15	20	qrts	Roof Sealant (Rubberized)		
16	36	shts	Sanding Paper #120		
17	30	pcs	Slotted Angle Racks 1 1/2" x 1 1/2" x 1.5m with Bolts		
18	15	kgs	Tie Wire #16		
19	25	kgs	Welding Rod 60/13		
20	14	qrts	Wood Glue Rubberized		
				Sub-Total	
II. Hardwares: (Delivery Term: 15 Working Days)					
1	36	pcs	Angle Valve 1/2" x 1/2"Ø		
2	15	pcs	Back Tank Fill Valve (Heavy Duty Ball Type)		
3	12	sets	Back Tank Fitting Push Button Type		
4	10	pcs	Back Tank Lever Handle Heavy Duty		
5	2	sets	Bidet 12"Ø Complete Set (Stainless)		
6	10	pcs	Brass Ball Valve 1/2"Ø		
7	10	pcs	Brass Lockwing 1/2"Ø (Heavy Duty)		
8	30	pcs	Chrome Lavatory Faucet		
9	7	sets	Complete Set Toilet Tank Fittings Heavy Duty		
10	14	ltrs	Declogger		
11	36	pcs	Flexible Hose 1/2" x 1/2" #12"		
12	30	pcs	Flexible Hose 1/2" x 1/2" #16"		
13	10	pcs	Flexible Hose 1/2" x 3/8"Ø		
14	36	pcs	Flexible Hose 1/2" x 7/8"Ø		

Company Name / Business Name & Address	Name / Signature of Representatives	Form & Amount of Bid Security
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INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-04-0697 DATE : April 10, 2025

PURPOSE: REPAIR AND MAINTENANCE OF IDENTIFIED GOVERNMENT BUILDINGS (MATERIALS ONLY).

OFFICE : CED

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , April 29, 2025

PLACE : BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

		Cash/ Manager's Check/ Bank Draft/Guarantee (2% of ABC)	Surety Bond (5% of ABC)
Lot 1 Plywood	: 21,750.00	: 435.00	: 1,087.50
Lot 2 Hardwares	: 72,010.00	: 1,440.20	: 3,600.50
Lot 3 Hardwares	: 228,606.00	: 4,572.12	: 11,430.30
Lot 4 Painting	: 28,170.00	: 563.40	: 1,408.50

TERMS & CONDITIONS

- The Bid/Bids shall be accompanied by a BID SECURITY in any of the following forms:
  - Cash or cashier's / Manager's Check issued by a Universal or Commercial Bank in favor of City Treasurer of San Carlos City. : Two percent (2%) of the ABC (See above)
  - Bank draft/guarantee or irrevocable letter of credit 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. : Two percent (2%) of the ABC (See above)
  - Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. : Five percent (5%) of the ABC (See above)
  - Any combination of the foregoing : Proportionate to share form with respect to total amount of security
  - 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
- Sample or Brochures of the materials (if required) shall be attached to the bid documents.
- Your price offer must be valid for 120 calendar days.
- 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.
- 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