



Republic of the Philippines
Province of Negros Occidental
City of San Carlos

OFFICE OF THE CITY MAYOR

SAN CARLOS CITY COUNCIL FOR YOUTH AFFAIRS OFFICE

Menu

April 28, 2025

Snacks Am: (100 pax)

1. TLC Burger
2. C2 solo apple juice 230ml

Lunch: (100 serving)

1. Beef steak
2. Chop suey
3. Rice
4. Fruits
5. Coke swakto

Snacks Pm: (100 pax)

1. Siopao
2. C2 solo apple juice 230ml

April 29, 2025

Snacks Am: (100 pax)

1. Spaghetti with Sandwich
2. C2 solo apple juice 230ml


Lunch: (100 serving)

1. Pork adobo
2. Fish fillet
3. Rice
4. Fruits
5. Coke swakto

Snacks Pm: (100 pax)

1. Hotdog sandwich
2. C2 solo apple juice 230ml

Prepared By:


Gleny Ann A. Lopeña
Administrative Aide II

Noted By:


Renzie Mae B. Tambasen
Youth Development Officer I



INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-03-0621 DATE : March 27, 2025

PURPOSE: TO BE USE DURING 2-DAY LEADERSHIP WORKSHOP ON MAY 13-14, 2025, OF THE SAN CARLOS CITY COUNCIL FOR YOUTH AFFAIRS.

OFFICE : SCCCYA

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M. , May 6, 2025

PLACE : BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Lot 1	:	78,000.00	:	1,560.00	:	3,900.00
Lot 2	:	5,900.00	:	118.00	:	295.00

TERMS & CONDITIONS

1. 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 by a Universal or Commercial Bank in favor of City Treasurer of San Carlos City.

: Two percent (2%) of the ABC (See above)
- b) 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)
- 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.

: Five percent (5%) of the ABC (See above)
- d) Any combination of the foregoing

: 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