

SHEET NO. 1

PURCHASE REQUEST NO: 1-25-04-0732

[illegible]

PURPOSE:

Note: See Attached Menu

X-X

Sub-Total

TOTAL

Form & Amount
of Bid Security

MENU

SEMINAR FOR PEDICAB DRIVERS

May 13, 2025

DINNER (6PAX)

BEEF ASTROGANOF
CHOPSUEY
RICE
SOFTDRINKS

May 14, 2025

BREAKFAST (6PAX)

FRIED DANGGIT
SUNNY SIDE UP EGG
FRUITS
RICE
COFFEE

AM SNACKS (35PAX)

HAM & CHEESE SANDWICH
COFFEE

LUNCH (47PAX)

PORK SINIGANG
CHICKEN INASAL
RICE
SOFTDRINKS

PM SNACKS (35PAX)

BIHON GUIADO
SLICED BREAD
BOTTLED WATER

DINNER (6PAX)

BEEF BULALO
SIZZLING TUNA PANGA
RICE
SOFTDRINKS

MAY 15, 2025

BREAKFAST (6PAX)

CORNED BEEF
HAM
FRUITS
RICE
COFFEE

AM SNACKS (35PAX)

SIOPAO
BOTTLED WATER

LUNCH (47PAX)

VEGETABLE LUMPIA
CHOPSUEY
ADOBONG KANGKONG
RICE
SOFTDRINKS

PM SNACKS (35PAX)

SPAGHETTI
SLICED BREAD
BOTTLED WATER

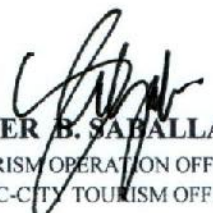
DINNER (6PAX)

BEEF STEAK
PORK LUMPIA
RICE
SOFTDRINKS

MAY 16, 2025

BREAKFAST (6PAX)

PORK TOCINO
SUNNY SIDE UP EGG
FRUITS
RICE
COFFEE


JENNIFER B. SABALLA-PARAN
TOURISM OPERATION OFFICER II
OIC-CITY TOURISM OFFICE

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-04-0732 DATE : April 21, 2025

PURPOSE: TO BE SERVED TO THE CITY TOURISM OFFICE DURING THE SEMINAR FOR PEDICAB DRIVERS AS TOURISM FRONTLINERS ON MAY 14-15, 2025.

OFFICE : TOURISM

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	:	10,800.00	:	216.00	:	540.00
Lot 2	:	39,960.00	:	799.20	:	1,998.00

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