Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 9-25-05-0799

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: (All Lots) 15 Working Days upon receipt of P.O.									
		7 9 1	Lot I	100					
1	270	packs	Assorted Peanuts 200g						
			[5] (1) E// E						
	070		Lot II						
1	270	packs	Biscocho de mani 100g						
	1		Lot III	9/					
1	90	pcs	Customized tote bag 12x14 inches						
			Lot IV						
1	5	packs	Glossy Photopaper A4 (50 sheets/pack)						
2	90	pcs	Certificate Jacket A4 (green color)						
3	10	rolls	Ribbons Organza ½ inch (orange color)						
4	10	rolls	Ribbons Organza ½ inch (apple green color)						
5	100	sheet	Flower Paper (Orange color)						
6	100	sheet	Flower Paper (Apple Green Color)						
7	30	packs	Interfold Pape <mark>r Towel (175 pulls sheets per</mark> pack)	Sub-Total					
			Lot V	Sub-Total _					
1	20	bottles	Liquid Hand Soap 500 ml						
ı	20	Dotties	Liquid Harid Soap Soo IIII						
			Lot VI						
1	10	pcs	Air Refreshener Spray 320 ml						
		•	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-						
F	PURPOSE:		For use of San Carlos City Hospital, Tokens and	TOTAL _					
			Miscellaneous supplies for Medical Mission Team July 13 -	=					
			18, 2025.						
		Duainas N	Name / Signature of Representatives		mount				

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 9-25-05-0799 **DATE: May 2, 2025**

FOR USE OF SAN CARLOS CITY HOSPITAL, TOKENS AND MISCELLANEOUS SUPPLIES FOR PURPOSE:

MEDICAL MISSION TEAM JULY 13 -18, 2025.

OFFICE: CITY HOSPITAL

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., June 3, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

		AMOUNT OF CONTRACT	BID SECURITY	
	0	and the second	Cash/ Manager's Check/ Bank Draft/Guarantee	Surety Bond
		121100	(2% of ABC)	(5% of ABC)
Lot 1		: 48,060.00	: 961.20 :	<mark>2,4</mark> 03.00
Lot 2		: 18,900.00	378.00 :	<mark>9</mark> 45.00
Lot 3	1 -	: 22,770.00	: 455.40 :	1,138.50
Lot 4	101	: 14,555.00	: 291.10 :	7 27.75
Lot 5		: 3,000.00	: 60.00 :	150.00
Lot 6		2,500.00	: 50.00 :	125.00

TERMS & CONDITIONS

The Bid/Bids shall be accompanied by a BID SECURITY in any of the following forms:

Two percent (2%) of the ABC (See above) a) Cash or cashier's / Manager's Check issued by a Universal or Commercial Bank in favor of City Treasurer of San Carlos City.

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. 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.

d) Any combination of the foregoing

: Five percent (5%) of the ABC (See above)

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

: 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

- Sample or Brochures of the materials (if required) shall be attached to the bid documents. 3.
- Your price offer must be valid for 120 calendar days. 4.
- 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.
- 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**