Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

REBIDDING

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-05-0829

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	Janes 1	U PRICE	TOTAL
			Delivery Term:	10 Working Days	upon receipt of P.	0.	
	- 11	631	COMPUTER AC	CESSORIES	E	100	
1	1	unit	A3+ Original Inl	Tank System Printe	15	600	
			Printing Method	I: 4-c <mark>olour i</mark> nkjet printe	r	Decision of the last	
			Number of colo	urs: 4 colour	<i>₹/</i>	/ /	
			Colours:	Black [Dye], Cyan [D	ye], Yellow [Dye],		
				Magenta [Dye],	M /		
	1		Paper Formats:	A3 (29.7x42.0cm),A	<mark>4 (21.0x29</mark> .7, A5 (1 <mark>4.</mark>	8x21.0cm),	
	1				6 ,B5 ,B4, Letter, Lega		ope),
			1000	DL(Envelope), C6(E	nvelope), C4(Envelop	e)	
			Supply Voltage:	AC 100V - 240V, 50	Hz – 60Hz		
			Interfaces:	USB, Wi-fi, Wi-fi Dire	ect		
			x-x-x- x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-				
PURPOSE:			For the use of City Planning & Development Coordinators TOTAL				
			WIII I	Office.	A18/	=	
			~///	Inni	MI		
			1	. I PPI			
Comp	any Name /	Business Na	ame & Address	Name / Signature of	of Representatives	Form & A	mount
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INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-05-0829 **DATE: May 8, 2025**

FOR THE USE OF CITY PLANNING & DEVELOPMENT COORDINATORS OFFICE. **PURPOSE:**

CPDCO OFFICE:

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., June 17, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/

Surety Bond

Bank Draft/Guarantee (2% of ABC)

(5% of ABC)

25,000.00

500.00

1,250.00

TERMS & CONDITIONS

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 Univ<mark>ersal or Commerc</mark>ial Bank

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

in favor of City Treasurer of San Carlos City.

b) Bank draft/guarantee or irrevocable letter of credit issued by a Uni<mark>versal or Commercial Bank:</mark> Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, : Two percent (2%) of the ABC (See above)

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

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

to issue such security. d) Any combination of the foregoing

: 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

- 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.
- Award will be made to the Lowest Calculated Responsive Bid (LCRB) that is the most advantageous 5. 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**