Republic of the Philippines

City of San Carlos

Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-05-0937

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				
		22	Delivery Term: 10 Working Days upon receipt of P. DESKTOP						
1	1	unit	CPU Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q						
			8000U Series Proce <mark>ssor 2.5GHz (4MB</mark> cache or higher)						
			Mother Board w/On-Board Audio, LAN & Printer Port						
		-	4gb RAM						
			Full Tower ATX Casing with 650 Watts Power Supply						
			1TB SDD Hard disk						
			DVDRW with Multi Media Speakers 650 watts AVR						
			Optical Mouse with Pad						
			Plus Pre-Installed Softwares	/					
2	1	unit	MONITOR						
			LCD Monitor 24.5" using LED Technology						
3	1	unit	UPS						
			650VA UPS (Heavy - Duty)						
			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 Coordinator's	TOTAL					
			Office.	_					

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO		UEST NO	: 1-25-05-0937	DATE : May 29, 2025						
PURPOSE: FOR THE USE OF CITY PLANNING & DEVEL					NT COORDINATOR'S OFFICI	E.				
OFFIC	E:	CPDCO	1	2						
DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS : 1:30 P.M., June 17, 2025										
			M.	PLACE : BAC Secretariat Office/CMO Extension Office						
			AMOUNT OF CON	TRACT	BID SEC					
		U	BINGO	4	Cash/ Manager's Check/ Bank Draft/Guarantee (2% of ABC)	Surety Bond (5% of ABC)				
			: 30,000.00	3	600.00 :	1,500.00				
	TERMS & CONDITIONS									
1.) Cash or <mark>cashier's</mark> by a Unive <mark>rsal or</mark>	anied by a BID SECURITY / Manager's Check issued Commercial Bank assurer of San Carlos City	<u>.</u>	the following forms: : Two percent (2%) of the ABC	C (See above)				
in favor of City Treasurer of San Carlos City. b) Bank draft/guarantee or irrevocable letter of credit : Two percent (2%) of the ABC (See above) issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank,										
	с	if issued by a fore Surety Bond calla demand issued by insurance compare certified by the In- Commission as a	ble upon y a surety or ny duly surance uthorized		: Five percent (5%) of the ABC	C (See above)				
		to issue such sec Any combination Bid Securing Dec	of the foregoing	:	Proportionate to share form v to total amount of security	with respect				
2.	,	lding documents fro	m the BAC Secretariat Office ice No. 23-21, Series of 202		on-refundable fee of =	P 500.00				
2	Comple or				d to the hid decuments					
3.	•		aterials (if required) shall b	e allache	a to the bla documents.					
4.	Your price	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