## Republic of the Philippines

City of San Carlos

Negros Occidental

#### SHEET NO. 1

## INVITATION TO BID

### PURCHASE REQUEST NO: 1-25-05-0945

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 #	ŧ QTY.	UNIT	ARTICLES	U PRICE	TOTAL				
	Delivery Term: 15 Working Days upon receipt of P.O.								
1	1	unit	Personal Computer (CPU components only)	100					
			* 11 <sup>th</sup> Gen.Processor 1.9Ghz (12m Cache or Higher)						
			* Motherboard with On-Board Audio, Video, Lan and Printer	r Port					
			* 8GB ram	1 1					
	1	-	* Full Tower ATX Casing with 650Watts Power Supply						
	1		* ITB SSD Storage						
			* Multi-Media Speaker (built-in or external)	-					
			* 500Watts AVR or Higher						
		1	* USB Standard Keyboard	1					
		N N	* USB Optical Mouse with Pad						
•			* Plus Pre installed Softwares						
2	1	unit	LCD Monitor 21.5" using LED Technology	1					
3	1	unit	650VA UPS (Heavy Duty)						
4	I	unit	Multi-Function Printer with Built-in Tank System		· · · · · · · · · · · · · · · · · · ·				
			* Printer/Scanner/Copier Capabilities * Built-in Tank System						
			* High-Yield Ink Bottles						
			* 1 Year Warranty & after Sales Service						
			x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-						
	PURPOSE:		For use of the NEGSANCAR CAVENDISH BANANA	TOTAL					
			MULTICROPS FARMERS ASSOCIATION INC.						

Company Name / Business Name & Address

Name / Signature of Representatives

Form & Amount of Bid Security

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# **INSTRUCTION TO BIDDERS**

PURCHASE REQUEST NO		UEST NO	: 1-25-05-0945		DATE : May 30, 2025				
PURP	OSE:	FOR USE OF	THE NEGSANCAR CAVEND	ISH BANA	NA MULTICROPS FARME	RS ASSOCIATION INC.			
OFFIC	E:	смо		3		2			
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 CON	NTRACT	BID SE				
		1031	9 14		Cash/ Manager's Check/	Surety Bond			
			181	SA	Bank Draft/Guarantee (2% of ABC)	(5% of ABC)			
			: 42,000.0		840.00 :	<mark>2,1</mark> 00.00			
				$\sim$					
			TERMS	& COND					
	1900								
1.			npanied by a BID SECURITY r's / Manager's Check issued		the following forms: Two percent (2%) of the AE	SC (See above)			
	a		or Commercial Bank						
			Treasurer of San Carlos City.		- GA	/			
	b		antee or irrevocable letter of	credit :	Two percent (2%) of the AE	BC (See above)			
			v <mark>ersal</mark> or Commercial Bank: ever, that it shall be confirmed	lor					
			y a Universal or Commercial						
		if issued by a fo		Darin,					
	С		ety Bond callable upon : Five percent (5%) of the ABC (See above						
			issued by a surety or						
		insurance com							
		certified by the Commission as							
		to issue such s							
	d)		n of the foregoing	:	Proportionate to share form	n with respect			
	- )				to total amount of security				
	e)	Bid Securing D	eclaration						
2.	Secure bid	•	from the BAC Secretariat Off ance No. 23-21, Series of 20		n-refundable fee of	P 500.00			
3.	Sample or	Brochures of the	materials (if required) shall b	be attached	l to the bid documents.				
4.	Your price	offer must be va	id for 120 calendar days.						
5.			owest Calculated Responsive post evaluation by the BAC		B) that is the most advantag	geous			
6.	Submit Om	nnibus Sworn Sta	tement duly notarized, togeth	ner with you	ur bid.				
7.		nment reserves t t based on RA 9	ne right to reject any or all bid 184.	ls, declare	a failure of bidding or not av	ward			

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