Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-07-1088

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	1	ARTICLES	you of	U PRICE	TOTAL
	PURPOSE:	unit	CPU System Unit Processor: 3.0 Gl Motherboard: su Memory (RAM): Storage: 542 GB Graphics: Integra Casing: ATX/Micr Display Output: A Ports: Minimum Networking: Integ Operating System 1 Year Warranty X-X-X-X-X-X-X-X-X- For use as rep computer assign	Hz or higher poports DDR4 RAM 8GB DDR4 memory Solid State Drive (SSD) of ted Graphics (supports Furo ATX Casing w/ front and the least one HDMI or VGA 4 x USB (at least 2 x USB) grated Ethernet bLAN (10/n): Pre-installed software con Parts x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	r higher ull HD Output) d rear ventilation value Port 3.0) Audio In/Out /100/1000 Mbps) or higher (64-bit) c-x-x-x-x-x-x-x -out CPU of nt Management	v/700 watts LAN	
Company Name / Business Name & Address Name / Signature of Representatives						Form & Amount of Bid Security	

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-07-1088 **DATE: July 7, 2025**

FOR USE AS REPLACEMENT OF ONE (1) WORN-OUT CPU OF COMPUTER ASSIGNED AT THE CITY PURPOSE:

ENVIRONMENT MANAGEMENT OFFICE, CEMO, THIS CITY.

OFFICE: CEMO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., July 22, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check/ Bank Draft/Guarantee

Surety Bond

(2% of ABC)

(5% of ABC) 1,050.00

21,000.00

420.00

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

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

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

: 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.
- Your price offer must be valid for 120 calendar days. 4.
- 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.
- 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**