Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-07-1116

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**.

TEM#	QTY.	UNIT	ARTICLES	U PRICE	TOTAL
1	5	pieces	Delivery Term: 15 Calendar Days upon receipt of I	P.O.	
		9	*Load Index: 108 (Supports 2205 lbs.)	100	
	- 1		*Speed Rating: H (1 <mark>30mph)</mark> *Thread Pattern: All-Terrain designed for snow and		
			wet conditions	1 _ 1	
2	4	pieces	Tire 215/70 R16 – A/T, Tubeless		
			*Load Index 100 (Max 800kg)		
		1	*Speed Rating: H (max 210km/h)		
		1	*Thread Patter: Symmetric five-rib pattern, two stiff steel		
			belts, high-tension casing ply		
			Please see attached sample X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X		
PURPOSE:			For use of the service vehicles Toyota Grandia P7 P108 &		
			Toyota Commuter Hi-Ace SGA 2661 of the City Mayor's	-	
			Office.		
			X LIPPIN		
Com	pany Nam	e / Business Na	ame & Address Name / Signature of Representatives	Form & A	Amount

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-07-1116 DATE : July 10, 2025

PURPOSE: FOR USE OF THE SERVICE VEHICLES TOYOTA GRANDIA P7 P108 & TOYOTA COMMUTER HI-ACE

SGA 2661 OF THE CITY MAYOR'S OFFICE.

OFFICE: CMO

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., August 5, 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)

(2 % OI A

(5% of ABC)

171,000.00

3,420.00

8,550.00

TERMS & CONDITIONS

1. 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 Universal or Commercial 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 Universal or Commercial Bank:
Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank,

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

authenticated by a Universal or if issued by a foreign bank.
c) Surety Bond callable upon demand issued by a surety or insurance company duly

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)

: 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.
- **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. ESTEFANIO S. LIBUTAN, JR. City Administrator / BAC Vice-Chairman BIDS & AWARDS COMMITTEE