Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

INVITATION TO BID

PURCHASE REQUEST NO: 1-25-07-1208

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
		331	Delivery Term: 15 Working Days upon receip Lot I. For Farm Tractor (TD90 Holland)	ot of P.O.	
1	2	рс	Oil Filter (P553411)		
2	2	рс	Fuel Filter (P550587)		
3	2	рс	Fuel Separator (P502486)		
			12/16 16 (c)	Sub-Total _	
			Lot II. For Farm Tractor (Euro Trac YTO X904)	/ (00) /	
1	2	рс	Oil Filter (JX0818A)	/	
2	4	рс	Fuel Filter (CX0708)	Sub-Total -	
			Lot III. Oil & Lubricants	Sub-Total _	
1	3	pail	Hydraulic Oil #68, 18 liters	- /	
			x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-	-x-x-x	
PURPOSE:			For change oil & maintenance of Two (2) Four-Wheel TOTAL		
			Drive Farm Tractors TD90 Holland & Euro Trac Y		
			X904 assigned at City Agriculture Office, this city	y.	
					
Com	pany Name <i>i</i>	/ Business Na	ame & Address Name / Signature of Representa	tives Form & Ar	nount

of Bid Security

INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-07-1208 DATE : July 21, 2025

PURPOSE: FOR CHANGE OIL & MAINTENANCE OF TWO (2) FOUR-WHEEL DRIVE FARM TRACTORS TD90

HOLLAND & EURO TRAC YTO X904 ASSIGNED AT CITY AGRICULTURE OFFICE, THIS CITY.

OFFICE: AGRI

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., August 12, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT BID SECURITY

Cash/ Manager's Check/
Bank Draft/Guarantee
(2% of ABC)

: 284.00 : 710.00

Lot 1 : 14,200.00 : 284.00 : 710.00 Lot 2 : 12,000.00 : 240.00 : 600.00 Lot 3 : 11,550.00 : 231.00 : 577.50

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 : Two percent (2%) of the ABC (See above) by a Universal or Commercial Bank

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:

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

Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.

if issued by a foreign bank.

Surety Bond callable upon

c) Surety Bond callable upon : Five percent (5%) of the ABC (See above) demand issued by a surety or

insurance company duly certified by the Insurance Commission as authorized 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

2. 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. MA. CHAT H. DELIMA-CORDERO
City Gov't Dept. Head I-OHRM / BAC Chairman
BIDS & AWARDS COMMITTEE