## Republic of the Philippines City of San Carlos Negros Occidental

SHEET NO. 1

## **INVITATION TO BID**

PURCHASE REQUEST NO: 1-25-02-0417

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 | 1/4             | ARTICLES  | U PRICE | TOTAL |
|--|------------------------|------|-----------------|---|---------|-------|
| 1  | 15,000                 | Itrs | LOT 1<br>Diesel |   | 6       |       |
| 1  | 9,080                  | Itrs |                 | DT 1 and LO <mark>T 2)</mark> As p <mark>er withdr</mark> awal <mark>basis</mark> . | S       |       |
|  | PURPOS <mark>E:</mark> |      |                 | -x-x-x-x-x-x-x <mark>-x-x-x-x-x-x-x-x-x-x-x-x</mark>                                | TOTAL   |       |
|  | \                      | •    |                 | 7960  | •/      |       |
| Company Name / Business Name & Address Name / Signature of Representatives Form & Amount of Bid Security |                        |      |                 |   |         |       |

## INSTRUCTION TO BIDDERS

PURCHASE REQUEST NO : 1-25-02-0417 DATE : February 26, 2025

**PURPOSE**: FOR USE OF SAN CARLOS CITY PNP VEHICLES.

OFFICE: PNP

DATE OF OPENING & DEADLINE FOR THE SUBMISSION OF BIDS: 1:30 P.M., March 25, 2025

PLACE: BAC Secretariat Office/CMO Extension Office

AMOUNT OF CONTRACT

BID SECURITY

Cash/ Manager's Check Surety Bond (2% of ABC) (5% of ABC)

Lot 1 : 960,600.00 : 19,212.00 : 48,030.00 Lot 2 : 614,262.00 : 12,285.24 : 30,713.10

PRE-BID CONFERENCE: March 13, 2025 at 8:30 AM, BAC Secretariat Office

## **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 : 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 : 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,
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 to issue such security.

d) Any combination of the foregoing : Proportionate to share form with respect

to total amount of security

: Five percent (5%) of the ABC (See above)

e) Bid Securing Declaration

2. Secure bidding documents from the BAC Secretariat Office at a non-refundable fee of P5,000.00

(per City Ordinance No. 23-21, Series of 2023.)

**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