



Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Website: [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)  
Email Add.: [bac-davaodelsur2@gmail.com](mailto:bac-davaodelsur2@gmail.com) (Goods)  
[sbacdavaodelsur@gmail.com](mailto:sbacdavaodelsur@gmail.com) (Infra)

*9 Davao Davao del Sur*

**INVITATION TO QUOTE**

Date: March 20, 2024

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement (Small Value Procurement)**.

| Office  | PR         | Description  | ABC          | Delivery Period             | Place of Delivery | Mode of Procurement     |
|---------|------------|--|--------------|-----------------------------|-------------------|-------------------------|
| PGO-SEF | 0469-AM-24 | Supply/Delivery of Badminton, Football, Futsal et. al.<br>Please see attached RFQ. | ₱ 999,500.00 | On or Before March 31, 2024 | PGSO Warehouse    | Small Value Procurement |

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from 8:00 a.m. – 5:00 p.m., Monday to Friday.**

3. Price Quotations must be delivered to the following at **1:00pm on March 25, 2024**:

**Advance Dropping (before March 25, 2024) Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.**  
**Date of Opening (March 25, 2024) – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6**

4. Request for Quotation's opening shall be **on March 25, 2024 at 1:00 p.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**

5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.

6. If applicable, Brand Name shall be indicated in the RFQ by the participating Supplier/s. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.

7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.

8. The Supplier shall notify the PGSO a day before the actual delivery.

9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

10. Complete Delivery Shall be Strictly Observed by the Supplier and no Partial Delivery Shall be Allowed Except in Meritorious Cases Such as Fortuitous Event, or by Act of the Government or Upon the Approval of the Head of Procuring Entity.

For further information, please refer to:

**The BAC Chairperson**  
Provincial Government of Davao del Sur  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

  
**DESSAMIE BUAT SANCHEZ, CPA, J.D**  
(Provincial Budget Officer)  
BAC Chairperson





Republic of the Philippines  
**PROVINCE OF DAVAO DEL SUR**  
 Mati, Digos City

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Small Value Procurement (Sec 53.9)

**March 20, 2024**

(Company Name & Address)

Sir/madam:

Please quote your price on items listed below, subject to General Conditions at the back of this page, stating the shortest time of delivery and submit your quotation at the following not later than **March 25, 2024 @ 1:00 PM:**

Advance Dropping (before **March 25, 2024**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**March 25, 2024**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **0469-AM-24**

End User:

Dated: **03/20/2024** **PGO - SEF**

**DESSAMIE BUAT SANCHEZ, CPA, JD**  
 PGDH-PBO / BAC CHAIRPERSON

| Item No. | Unit | Item and Description  | Qty | Approved Budget for Contract (ABC) Total | Approved Budget for Contract (ABC) Unit | Supplier's Quotation Unit Price | Brand Name |
|----------|------|---|-----|--|---|---------------------------------|------------|
|          |      | Supply of Sportswear for Davao del Sur Division Athletic Association Athletes, Coaches and Officials during the 2024 Davao Region Athletic Association (DavRAA) Meet 2024 |     |  |   |                                 |            |
|          |      | T-shirts and shorts, full sublimation print assorted sizes  |     |  |   |                                 |            |
| 1        | pair | Badminton   | 16  | 8,800.00                                 | 550.00                                  |                                 |            |
| 2        | pair | Football  | 36  | 19,800.00                                | 550.00                                  |                                 |            |
| 3        | pair | Futsal  | 12  | 6,600.00                                 | 550.00                                  |                                 |            |
| 4        | pair | Sepak Takraw  | 21  | 11,550.00                                | 550.00                                  |                                 |            |
| 5        | pair | Table Tennis  | 16  | 8,800.00                                 | 550.00                                  |                                 |            |
| 6        | pair | Tennis  | 16  | 8,800.00                                 | 550.00                                  |                                 |            |
| 7        | pair | Volleyball  | 48  | 26,400.00                                | 550.00                                  |                                 |            |
|          |      | T-shirts, full sublimation print, assorted sizes  |     |  |   |                                 |            |
| 8        | pc.  | Archery   | 8   | 2,000.00                                 | 250.00                                  |                                 |            |
| 9        | pc.  | Arnis   | 16  | 4,000.00                                 | 250.00                                  |                                 |            |
| 10       | pc.  | Chess   | 8   | 2,000.00                                 | 250.00                                  |                                 |            |
| 11       | pc.  | Swimming  | 15  | 3,750.00                                 | 250.00                                  |                                 |            |
|          |      | Sando and shorts, full sublimation print, assorted sizes  |     |  |   |                                 |            |
| 12       | pair | Athletics   | 55  | 30,250.00                                | 550.00                                  |                                 |            |
| 13       | pair | Boxing (Blue)   | 10  | 5,500.00                                 | 550.00                                  |                                 |            |
| 14       | pair | Boxing (Red)  | 10  | 5,500.00                                 | 550.00                                  |                                 |            |
| 15       | pair | Paragames   | 20  | 11,000.00                                | 550.00                                  |                                 |            |
| 16       | pair | Jersey and shorts, full sublimation print, assorted sizes Basketball  | 44  | 24,200.00                                | 550.00                                  |                                 |            |
| 17       | pc.  | Turtle neck with zipper, full sublimation print, assorted sizes Billiards   | 4   | 1,800.00                                 | 450.00                                  |                                 |            |
|          |      | T-shirts and jogging pants, full sublimation print, assorted size   |     |  |   |                                 |            |
| 18       | pair | Softball  | 24  | 13,200.00                                | 550.00                                  |                                 |            |
| 19       | pair | Baseball  | 24  | 13,200.00                                | 550.00                                  |                                 |            |
| 20       | pair | Jogging pants and varsity jacket with hood, full sublimation print, assorted sizes  | 598 | 792,350.00                               | 1,325.00                                |                                 |            |
|          |      | Delivery Period: On or before March 31, 2024<br>"see attached sample"   |     |  |   |                                 |            |

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.  
 ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

**CANVASSER:**

After having carefully read and accepted your General Conditions at the back, I/We have quote you on the items at prices noted

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email
- Sent through Davao del Sur Website

Name & Signature of Canvasser

(Name & Signature of proprietor or its duly authorized representative)

Valid ID

(Telephone, Cellphone No. and/or Email Address)

# GENERAL CONDITION

1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: ON OR BEFORE MARCH 31, 2024
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, R. PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQS SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQS SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQS/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS
16. COMPLETE DELIVERY SHALL BE STRICTLY OBSERVED BY THE SUPPLIER AND NO PARTIAL DELIVERY SHALL BE ALLOWED EXCEPT IN MERITORIOUS CASES SUCH AS FORTUITOUS EVENT, OR BY ACT OF THE GOVERNMENT OR UPON THE APPROVAL OF THE HEAD OF THE PROCURING ENTITY.



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| Item No. | Unit | Item and Description  | Qty | Approved Budget for Contract (ABC) Total | Approved Budget for Contract (ABC) Unit | Supplier's Quotation Unit Price | BrandName |
|----------|------|---|-----|--|---|---------------------------------|-----------|
|          |      | <p><b>Charges: SEF 2024 Annual Budget 2.0 Sports &amp; Other Developmental Activities 2.2 DAVRAA Training &amp; Meet Proper 2024 Other Supplies 5-02-03-990</b></p> <p><b>Purpose/Remarks:</b> For the use during DAVRAA Training &amp; Meet Proper 2024 at Davao City.</p> <p><b>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.</b></p> |     | 999,500.00                               |   |                                 |           |

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