



## PGO - BIDS AND AWARDS COMMITTEE (BAC)

### INVITATION TO BID FOR Supply/Delivery of Photocopier and Duplicating Machine

1. The Provincial Government of Davao del Sur, through the Special Education Fund intends to apply the sum of ₱ 1,860,000.00 being the ABC to payments under the contract for IB No. G-097-22 (PGO-SEF). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Provincial Government of Davao del Sur now invites bids for the above Procurement Project. Delivery of the Goods is required by 30 calendar days. Bidders should have completed, for the last 3 years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
  - Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from Provincial Government of Davao del Sur and inspect the Bidding Documents at the address given below during 8:00 A.M. – 4:00 P.M., Monday to Friday.

**MS. NORJANNA M. CAMAGUIN, MPA**  
Head of BAC Secretariat  
Office of the BAC Secretariat  
Room 4, Executive Building, Capitol Matti, Digos City

5. A complete set of Bidding Documents may be acquired by interested Bidders on March 08, 2022 – March 29, 2022 at the Office of the BAC Secretariat Room 4, Executive Building, Capitol Matti, Digos City upon accomplishing a bidder's assessment slip pursuant to the latest Guidelines issued by the GPPB, in the amount of ₱ 5,000.00. The Provincial Government of Davao del Sur shall allow the bidder to present its proof of payment for the fees upon payment of a non-refundable fee for the Bidding Documents in the amount stated above to the Provincial Treasurer's Office. An authorization from the proprietor of the company shall be presented in case the latter opted to send representative/s in his/her behalf. Only bidders who purchased the Bidding Documents with corresponding official receipt of the bidding documents will be allowed to submit bids. Eligibility/Technical and Financial documents must be book bound and properly tab at right side. The bidder will prepare (3) sets of book bound bidding documents with corresponding proper markings (Original Copy, Copy 1 and Copy 2), respectively.



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**Any document submitted, not book bound shall be rejected outright. For the Financial Proposals not exceeding ten (10) pages may be book bound or securely stapled.**

6. The **Provincial Government of Davao del Sur** will hold a Pre-Bid Conference on **March 15, 2022** at 10:00 A.M. via **Google Meet Application through this link: [meet.google.com/ajm-bjbx-yjd](https://meet.google.com/ajm-bjbx-yjd)**, which shall be open to prospective bidders.
7. Bids must be duly received by the Office of the BAC Secretariat, Room 4, Executive Building, Capitol Matti, Digos City through manual submission on or before **March 29, 2022 at 9:00 A.M.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. Bid opening shall be on **March 29, 2022 at 10:00 A.M. via Google Meet Application through this link: [meet.google.com/ajm-bxbj-yjd](https://meet.google.com/ajm-bxbj-yjd)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. 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.
11. For further information, please refer to:

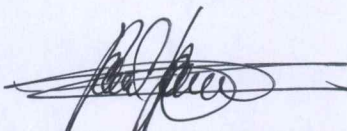
**The BAC Chairperson**  
**Provincial Government of Davao del Sur**  
**Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)**

**MS. NORJANNA M. CAMAGUIN, MPA**  
**Head, BAC Secretariat**  
**Office of the BAC Secretariat**  
**Rm. 4 Executive Building, Capitol Matti, Digos City**  
**Email Address: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)**  
**Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)**  
**Telefax: (082) 553-9579**

12. You may visit the following websites:

**For downloading of Bidding Documents : [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)**

**March 07, 2022**

  
**RAUL D. RAUT, ENP**  
**(PGDH-HRMO)**  
**BAC Chairperson**

244 1027



# PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR  
Matti, Digos City

PR Id.: DUPHOTOPIER-sef

Control No.:

Department: SEF P.R.No.: **0359-06-22** Date Controlled: **FEB 24 2022** Date P.R. Prepared: **02/10/2022**

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	unit	<p>PHOTOCOPIER</p> <p>Specifications:</p> <ul style="list-style-type: none"> <li>-Desktop system scanner integrated</li> <li>-Paper Trays: at least 1 x 250 cassette tray, 1 x 100 bypass tray</li> <li>-Standard Memory Capacity is 128MB or higher</li> <li>-600 x 600 dpi print and scanning resolution, USB 2.0 Interface</li> <li>-Compatible with Windows, Macintosh, or Linux</li> <li>-Copy size and Print size from A6 to A3</li> <li>-Monochrome, laser technology</li> <li>-Zoom range of 25% to 400%</li> <li>-Cost of Consumables (toner) max. of 50 centavos/page</li> <li>-Drum life 100,000 yields or more</li> <li>-Lifetime Free Service with preventive maintenance check-up every month for all units</li> <li>-Warranty period of One (1) year or 1,000,000 prints whichever come first from the dates of installation on parts</li> <li>-Free Machine Cabinet Pedestal</li> </ul>	15	40,000.00	600,000.00
2.	unit	<p>DUPLICATING MACHINE</p> <p>Specifications:</p> <ul style="list-style-type: none"> <li>-Up to 130ppm Print Speed</li> <li>-A3 Paper size (maximum)</li> <li>-At least 300 x 600 dpi Print and Scanning Resolution</li> <li>-45gsm-210gsm Paper weight</li> <li>-Image Processing mode: Photo, Pencil, Line/Text</li> <li>-At least 20 sec. master making time</li> <li>-Direct USB Flash Drive Printing (built-in)</li> <li>-USB Interface Connection</li> <li>-At least 200 sheets per roll-(Master Roll)</li> <li>-Cost of Consumable (master and ink) max. of 9 cents./page</li> <li>-Lifetime free service with Preventive Maintenance Check-Up every month for all units</li> <li>-Warranty period: One (1) year warranty of parts or 1,000,000 prints whichever come first from the dates of installation on parts</li> <li>-Delivery period 30 calendar days</li> </ul> <p>*Compliant to ENERGY STAR requirements (currently) version 2.0 for imaging Equipment</p> <p>*With user instructions for green performance management</p> <p>Charges:</p> <p>Special Education Fund 1-07-05-020 (Office Equipment) SEF Resolution #01 S. of 2022 #5.7/5.13/5.15/5.27/5.33/5.34/5.36/5.37/5.38/5.50/5.58/5.59/5.60/5.72/ 5.76/5.77/5.80/5.82 &amp; 5.93/5.94/5.95/5.96/5.97/5.98/5.99/6.00/6.01/6.02/6.03/6.04/6.05/6.06/6.07/6.08/6.09/6.10/6.11/6.12/6.13/6.14/6.15/6.16/6.17/6.18/6.19/6.20/6.21/6.22/6.23/6.24/6.25/6.26/6.27/6.28/6.29/6.30/6.31/6.32/6.33/6.34/6.35/6.36/6.37/6.38/6.39/6.40/6.41/6.42/6.43/6.44/6.45/6.46/6.47/6.48/6.49/6.50/6.51/6.52/6.53/6.54/6.55/6.56/6.57/6.58/6.59/6.60/6.61/6.62/6.63/6.64/6.65/6.66/6.67/6.68/6.69/6.70/6.71/6.72/6.73/6.74/6.75/6.76/6.77/6.78/6.79/6.80/6.81/6.82/6.83/6.84/6.85/6.86/6.87/6.88/6.89/6.90/6.91/6.92/6.93/6.94/6.95/6.96/6.97/6.98/6.99/7.00/7.01/7.02/7.03/7.04/7.05/7.06/7.07/7.08/7.09/7.10/7.11/7.12/7.13/7.14/7.15/7.16/7.17/7.18/7.19/7.20/7.21/7.22/7.23/7.24/7.25/7.26/7.27/7.28/7.29/7.30/7.31/7.32/7.33/7.34/7.35/7.36/7.37/7.38/7.39/7.40/7.41/7.42/7.43/7.44/7.45/7.46/7.47/7.48/7.49/7.50/7.51/7.52/7.53/7.54/7.55/7.56/7.57/7.58/7.59/7.60/7.61/7.62/7.63/7.64/7.65/7.66/7.67/7.68/7.69/7.70/7.71/7.72/7.73/7.74/7.75/7.76/7.77/7.78/7.79/7.80/7.81/7.82/7.83/7.84/7.85/7.86/7.87/7.88/7.89/7.90/7.91/7.92/7.93/7.94/7.95/7.96/7.97/7.98/7.99/8.00/8.01/8.02/8.03/8.04/8.05/8.06/8.07/8.08/8.09/8.10/8.11/8.12/8.13/8.14/8.15/8.16/8.17/8.18/8.19/8.20/8.21/8.22/8.23/8.24/8.25/8.26/8.27/8.28/8.29/8.30/8.31/8.32/8.33/8.34/8.35/8.36/8.37/8.38/8.39/8.40/8.41/8.42/8.43/8.44/8.45/8.46/8.47/8.48/8.49/8.50/8.51/8.52/8.53/8.54/8.55/8.56/8.57/8.58/8.59/8.60/8.61/8.62/8.63/8.64/8.65/8.66/8.67/8.68/8.69/8.70/8.71/8.72/8.73/8.74/8.75/8.76/8.77/8.78/8.79/8.80/8.81/8.82/8.83/8.84/8.85/8.86/8.87/8.88/8.89/8.90/8.91/8.92/8.93/8.94/8.95/8.96/8.97/8.98/8.99/9.00/9.01/9.02/9.03/9.04/9.05/9.06/9.07/9.08/9.09/9.10/9.11/9.12/9.13/9.14/9.15/9.16/9.17/9.18/9.19/9.20/9.21/9.22/9.23/9.24/9.25/9.26/9.27/9.28/9.29/9.30/9.31/9.32/9.33/9.34/9.35/9.36/9.37/9.38/9.39/9.40/9.41/9.42/9.43/9.44/9.45/9.46/9.47/9.48/9.49/9.50/9.51/9.52/9.53/9.54/9.55/9.56/9.57/9.58/9.59/9.60/9.61/9.62/9.63/9.64/9.65/9.66/9.67/9.68/9.69/9.70/9.71/9.72/9.73/9.74/9.75/9.76/9.77/9.78/9.79/9.80/9.81/9.82/9.83/9.84/9.85/9.86/9.87/9.88/9.89/9.90/9.91/9.92/9.93/9.94/9.95/9.96/9.97/9.98/9.99/10.00/10.01/10.02/10.03/10.04/10.05/10.06/10.07/10.08/10.09/10.10/10.11/10.12/10.13/10.14/10.15/10.16/10.17/10.18/10.19/10.20/10.21/10.22/10.23/10.24/10.25/10.26/10.27/10.28/10.29/10.30/10.31/10.32/10.33/10.34/10.35/10.36/10.37/10.38/10.39/10.40/10.41/10.42/10.43/10.44/10.45/10.46/10.47/10.48/10.49/10.50/10.51/10.52/10.53/10.54/10.55/10.56/10.57/10.58/10.59/10.60/10.61/10.62/10.63/10.64/10.65/10.66/10.67/10.68/10.69/10.70/10.71/10.72/10.73/10.74/10.75/10.76/10.77/10.78/10.79/10.80/10.81/10.82/10.83/10.84/10.85/10.86/10.87/10.88/10.89/10.90/10.91/10.92/10.93/10.94/10.95/10.96/10.97/10.98/10.99/11.00/11.01/11.02/11.03/11.04/11.05/11.06/11.07/11.08/11.09/11.10/11.11/11.12/11.13/11.14/11.15/11.16/11.17/11.18/11.19/11.20/11.21/11.22/11.23/11.24/11.25/11.26/11.27/11.28/11.29/11.30/11.31/11.32/11.33/11.34/11.35/11.36/11.37/11.38/11.39/11.40/11.41/11.42/11.43/11.44/11.45/11.46/11.47/11.48/11.49/11.50/11.51/11.52/11.53/11.54/11.55/11.56/11.57/11.58/11.59/11.60/11.61/11.62/11.63/11.64/11.65/11.66/11.67/11.68/11.69/11.70/11.71/11.72/11.73/11.74/11.75/11.76/11.77/11.78/11.79/11.80/11.81/11.82/11.83/11.84/11.85/11.86/11.87/11.88/11.89/11.90/11.91/11.92/11.93/11.94/11.95/11.96/11.97/11.98/11.99/12.00/12.01/12.02/12.03/12.04/12.05/12.06/12.07/12.08/12.09/12.10/12.11/12.12/12.13/12.14/12.15/12.16/12.17/12.18/12.19/12.20/12.21/12.22/12.23/12.24/12.25/12.26/12.27/12.28/12.29/12.30/12.31/12.32/12.33/12.34/12.35/12.36/12.37/12.38/12.39/12.40/12.41/12.42/12.43/12.44/12.45/12.46/12.47/12.48/12.49/12.50/12.51/12.52/12.53/12.54/12.55/12.56/12.57/12.58/12.59/12.60/12.61/12.62/12.63/12.64/12.65/12.66/12.67/12.68/12.69/12.70/12.71/12.72/12.73/12.74/12.75/12.76/12.77/12.78/12.79/12.80/12.81/12.82/12.83/12.84/12.85/12.86/12.87/12.88/12.89/12.90/12.91/12.92/12.93/12.94/12.95/12.96/12.97/12.98/12.99/13.00/13.01/13.02/13.03/13.04/13.05/13.06/13.07/13.08/13.09/13.10/13.11/13.12/13.13/13.14/13.15/13.16/13.17/13.18/13.19/13.20/13.21/13.22/13.23/13.24/13.25/13.26/13.27/13.28/13.29/13.30/13.31/13.32/13.33/13.34/13.35/13.36/13.37/13.38/13.39/13.40/13.41/13.42/13.43/13.44/13.45/13.46/13.47/13.48/13.49/13.50/13.51/13.52/13.53/13.54/13.55/13.56/13.57/13.58/13.59/13.60/13.61/13.62/13.63/13.64/13.65/13.66/13.67/13.68/13.69/13.70/13.71/13.72/13.73/13.74/13.75/13.76/13.77/13.78/13.79/13.80/13.81/13.82/13.83/13.84/13.85/13.86/13.87/13.88/13.89/13.90/13.91/13.92/13.93/13.94/13.95/13.96/13.97/13.98/13.99/14.00/14.01/14.02/14.03/14.04/14.05/14.06/14.07/14.08/14.09/14.10/14.11/14.12/14.13/14.14/14.15/14.16/14.17/14.18/14.19/14.20/14.21/14.22/14.23/14.24/14.25/14.26/14.27/14.28/14.29/14.30/14.31/14.32/14.33/14.34/14.35/14.36/14.37/14.38/14.39/14.40/14.41/14.42/14.43/14.44/14.45/14.46/14.47/14.48/14.49/14.50/14.51/14.52/14.53/14.54/14.55/14.56/14.57/14.58/14.59/14.60/14.61/14.62/14.63/14.64/14.65/14.66/14.67/14.68/14.69/14.70/14.71/14.72/14.73/14.74/14.75/14.76/14.77/14.78/14.79/14.80/14.81/14.82/14.83/14.84/14.85/14.86/14.87/14.88/14.89/14.90/14.91/14.92/14.93/1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03/2022



DESSAMIE BUAT - SANCHEZ, CPA  
PROVINCIAL BUDGET OFFICER

SPECIAL EDUC. FUND



\* Also on Process

REMAINING BALANCE	0
LESS THIS	1,860,000
ALLOTMENT	1,860,000
DATE: FEB 22 2022	
CONT. NO. 131	
Provincial Budget Office	

OFFICE OF THE GOVERNOR  
OFFICE OF THE COMPTROLLER  
OFFICE OF THE ATTORNEY GENERAL