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Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
Office of the Governor

PROCUREMENT MANAGEMENT OFFICE

BIDS AND AWARDS COMMITTEE



Maanyag
ng
Paraiso

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)

Website: www.davaodelsur.gov.ph/pgo-bac

Email Add.: bac.davaodelsur2@gmail.com (Goods)

sbacdavaodelsur@gmail.com (Infra)

I Love Davao del Sur

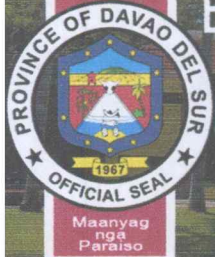
BIDDING DOCUMENTS

Supply/Delivery of Office Supplies

PUBLIC BIDDING IB NO. G-146-23C

July 28, 2023

Section I.
Invitation to Bid



Mobile Nos. 0905-229-0526/0908-332-2024(Goods), 0948-768-5848 (Infra)

Website: www.davaodelsur.gov.ph/pgo-bac

Email Add.: bac.davaodelsur2@gmail.com (Goods)

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I Love Davao del Sur

INVITATION TO BID FOR G-146-23C

Supply/Delivery of Office Supplies

1. The **Provincial Government of Davao del Sur**, through the **Trust Fund (PDRRMO) and LGDF-General Fund (SP-Legislative)** intends to apply the sum of **₱ 365,255.00** being the ABC to payments under the contract for **IB No. G-146-23C**. 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 **10 calendar days**. *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.*

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).

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

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
Chief Administrative Officer
Procurement Management Office
Room 4, Executive Building, Barangay Matti, Digos City

5. A complete set of Bidding Documents may be acquired by interested Bidders on **July 29, 2023 – August 08, 2023** 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 **₱ 500.00**. 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. 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.**

Section 34. Xxx Process of Post-Qualification

34.1 The Lowest Calculated Bid/Highest Rated Bid shall undergo post-qualification in order to determine whether the bidder concerned complies with and is responsive to all the requirements and conditions as specified in the Bidding Documents.

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34.3.b.iii) Verification and/or inspection and testing of the goods/product, aftersales and/or maintenance capabilities, in applicable cases, as well as checking the following:

- a. Delay in the partial delivery of goods amounting to ten percent (10%) of the contract price in its ongoing government and private contracts;
- b. If any of these contracts shows the bidder's failure to deliver or perform any or all of the goods or services within the period(s) specified in the contract or within any extension thereof granted by the Procuring Entity pursuant to a request made by the supplier prior to the delay, and such failure amounts to at least ten percent (10%) of the contract price; or
- c. Unsatisfactory performance of the supplier's obligations as per contract terms and conditions at the time of inspection.


If the BAC verifies any of these deficiencies to be due to the bidder's fault or negligence, **the BAC shall disqualify** the bidder from the award, for the procurement of Goods.

6. Bids must be duly received at the following through manual submission. Late bids shall not be accepted:
 - Advance dropping (before **August 08, 2023**) - Room 4, Procurement Management Office (Goods), Capitol Building, Mati, Digos City.
 - Date of Opening (**August 08, 2023**) - Ralota Hall Davao del Sur Coliseum, Province of Davao del Sur.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
8. Bid opening shall be on **August 08, 2023 at 9:00 A.M. Ralota Hall, Gov. Douglas Ra. Cagas Cultural Sports and Business Complex, Barangay Mati, Digos City, Davao Del Sur.** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
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. For further information, please refer to:
The BAC Chairperson
Provincial Government of Davao del Sur
Email: bac.davaodelsur2@gmail.com

MS. NORJANNA M. CAMAGUIN, MPA
Chief Administrative Officer
Head, BAC Secretariat
Procurement Management Office
Rm. 4 Executive Building, Barangay Mati, Digos City
Email Address: bac.davaodelsur2@gmail.com
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579
11. You may visit the following websites:

For downloading of Bidding Documents :
 - www.davaodelsur.gov.ph
 - shorturl.at/kyCK0

July 28, 2023


DESSAMIE BUAT-SANCHEZ, CPA, J.D.
Provincial Budget Officer
BAC Chairperson

Section II.
Instructions to
Bidders

1. Scope of Bid

The **Provincial Government of Davao del Sur** wishes to receive Bids for the **Supply/Delivery of Office Supplies** with identification number **G-146-23C**.

The Procurement Project (referred to herein as “**Supply/Delivery of Office Supplies**”) is composed of **By Item**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **2023** in the amount of **P 365,255.00**.

2.2. The source of funding is **Trust Fund and LGDF-General Fund**:

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. *[Select one, delete other/s]*

a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:

i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;

ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;

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- iii. When the Goods sought to be procured are not available from local suppliers; or
 - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- b. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

[Select one, delete the other/s]

- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
 - b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
 - c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements: *[Select either failure or monopoly of bidding based on market research conducted]*
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies]* of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

7.1. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address *{[insert if applicable]}* and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB Clause 5.3** should have been completed within *[state relevant period as provided in paragraph 2 of the IB]* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.
- 11.5. *[Include if Framework Agreement will be used:]* Financial proposals for single or multi-year Framework Agreement shall be submitted before the deadline of submission of bids as prescribed in the **IB**. For multi-year Framework Agreement, evaluation of the financial proposal during this stage is for purposes of determining eligibility and whether or not such financial proposal is within the ABC.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:

- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.
- 12.2. *[Include if Framework Agreement will be used:]* For Framework Agreement, the following should also apply in addition to Clause 12.1:
 - a. For a single year Framework Agreement, the prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.
 - b. For a multi-year Framework Agreement, the prices quoted by the Bidder during submission of eligibility documents shall be the ceiling and the price quoted during mini-competition must not exceed the initial price offer. The price quoted during call for mini-competition shall be fixed during the Bidder's performance of that Call-off and not subject to variation or escalation on any account. Price schedules required under Clause 12.1 shall be submitted with the bidding documents.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in: **Philippine Pesos**.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid until **December 06, 2023**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
- 14.3. *[Include if Framework Agreement will be used:]* In the case of Framework Agreement, other than the grounds for forfeiture under the 2016 revised IRR, the bid security may also be forfeited if the successful bidder fails to sign the Framework Agreement, or fails to furnish the performance security or performance securing declaration. Without prejudice on its forfeiture, bid securities shall be returned only after the posting of performance security or performance securing declaration, as the case may be, by the winning Bidder or compliant Bidders and the signing of the Framework Agreement.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

- 16.1. Bids must be delivered to the Procurement Management Office Room 4, Executive Building, Capitol Matti, Digos City on or before **August 08, 2023 at 9:00 A.M.** Late bids shall not be accepted. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

17. Opening and Preliminary Examination of Bids

- 17.1. Bid Opening shall be on **August 08, 2023 at 9:00 A.M., Ralota Hall, Gov. Douglas Ra. Cagas Cultural Sports and Business Complex, Barangay Matti, Digos City, Davao Del Sur**. Bids will be opened in the presence of bidders' representatives who choose to attend the activity.
- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

- 18.2. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, determination of margin of preference shall be conducted every call for Mini-Competition.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated “*passed*,” using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as:

One Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. *[Include if Framework Agreement will be used:]* For multi-year Framework Agreement, all bidders initially determined to be eligible and financially compliant shall be subject to initial post-qualification. The BAC shall then recommend the execution of a Framework Agreement among all eligible, technically and financially compliant bidders and the Procuring Entity and shall be issued by HOPE a Notice to Execute Framework Agreement. The determination of the Lowest Calculated Bid (LCB) shall not be performed by the BAC until a Mini-Competition is conducted among the bidders who executed a Framework Agreement. When a Call for Mini-Competition is made, the BAC shall allow the bidders to submit their best financial proposals on such pre-scheduled date, time and place to determine the bidder with the LCB.
- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, *{[Include if Framework Agreement will be used:]}* or in the case of multi-year Framework Agreement, that it is one of the eligible bidders who have submitted bids that are found to be technically and financially compliant, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**. *{[Include if Framework Agreement will be used:]}* For every mini-competition in Framework Agreement, the LCB shall likewise submit the required documents for final Post Qualification.}

***Section III. Bid Data
Sheet***

Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p style="padding-left: 40px;">a. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid for the last 3 years, and whose value, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price indices, must be at least fifty percent (50%) of the ABC. However, in the case of Expendable Supplies, said SLCC must be at least twenty five percent (25%) of the ABC. Other conditions set forth under Section 23.4.1.3 of the 2016 Revised IRR of R.A. 9184 shall also be observed.</p>
7.1	<i>Subcontracting is not allowed.</i>
12	The price of the Goods shall be quoted DDP [<i>state place of destination</i>] or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p style="padding-left: 40px;">a. The amount of not less than P 7,305.10, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p style="padding-left: 40px;">b. The amount of not less than P 18,262.75 if bid security is in Surety Bond.</p>
19.3	<p><i>Please see Purchase Request Nos.:</i> 1080-CB-23 dated July 27, 2023 1081-CB-23 dated July 27, 2023</p>
20.2	<i>Post-Qualification Requirements: Latest Income Tax Returns, Business Tax Returns for the last 6 months</i>
21.2	<p>1. Envelope 1 (Eligibility/Technical Documents)</p> <p>One (1) ORIGINAL COPY, another copy for COPY 1, and another copy for COPY 2.</p> <p>2. Envelope 2 (Financial Proposal)</p> <p>One (1) ORIGINAL COPY, another copy for COPY 1, and another copy for COPY 2</p> <p>Such documents shall be duly signed by the bidders or its duly authorized representative/s.</p> <p>Eligibility/Technical and Financial Proposal must be book bound and properly tab at the right side. Any documents submitted not book bound shall be rejected outright. For the Financial Proposal not exceeding ten (10) pages maybe book bound or securely stapled.</p> <p>All copies must be properly marked (ORIGINAL COPY, COPY 1 AND COPY 2)</p> <p>Envelope 1 and Envelope 2 must be properly sealed. Envelope 1 and Envelope 2 will be placed in one sealed mother envelope.</p>

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PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: PDR - Bond Paper; A4, etc.
Date Submitted/Published: 07/17/2023

Department: PDRRMO P.R No.: 1080-ob-m Date: JUL 27 2023
Section:

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	box	Bond Paper; A4, 5 reams/box	200	300.00	60,000.00
2	box	Bond Paper; legal, 5 reams/box	110	320.00	35,200.00
3	roll	Double sided tape, 24mm	50	70.00	3,500.00
4	roll	Double sided tape, 48mm	50	95.00	4,750.00
5	roll	Duck tape; 48mm	50	95.00	4,750.00
6	box	Expanded envelope, red, 100pcs/box	10	2,700.00	27,000.00
7	pack	Gold metal foil sticker seal, 40pcs/pack (for certificate)	100	260.00	26,000.00
8	pc	I.D Holder with lace	300	90.00	27,000.00
9	pc.	Manila Paper	500	20.00	10,000.00
10	box	Marker; permanent, broad black, 10pcs/box	50	100.00	5,000.00
11	box	Marker; permanent, broad blue, 10pcs/box	50	100.00	5,000.00
12	box	Marker, white board, black, 10pcs/box	50	100.00	5,000.00
13	box	Marker, white board, blue, 10pcs/box	50	100.00	5,000.00
14	pc.	Notebook 148mmx200mm	500	50.00	25,000.00
15	box	Pencil, lead with eraser	50	140.00	7,000.00
16	pack	Specialty Board Paper 8.5x11", natural 10sheets/pack	60	130.00	7,800.00
17	pack	Specialty Board Paper (thick), legal 10sheets/pack	60	150.00	9,000.00
18	roll	Tape, masking, 24mm	100	70.00	7,000.00
19	roll	Tape, masking, 48mm	100	100.00	10,000.00
20	roll	Tape packaging, 24mm	100	70.00	7,000.00
21	roll	Tape packaging, 48mm	100	100.00	10,000.00
22	roll	Tape, transparent, 24mm	100	70.00	7,000.00
23	roll	Tape, transparent, 48mm	100	100.00	10,000.00

Charges:
Trust Fund 2021 Training Expense 5-02-02-010

**BIDS & AWARDS COMMITTEE (BAC)
TECHNICAL WORKING GROUP**
TECHNICAL SPECS AND ABC REVIEWED
2023-07-18

PROCUREMENT MANAGEMENT OFFICE
COVERED UNDER
CONTROLLED BY
DATE: 7/20/23

CERTIFICATION

This is to certify that the ABC sets the prevailing market price based on the precanvass/market survey conducted by this office as of 7/14/23

Christopher T. Tan
CHRISTOPHER T. TAN
PGDH-PDRRMO

G-146-230
Total: 365,255.00
1st: 8-8-23

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
MATTI, DIGOS CITY
OFFICE
TIME
DATE: JUL 25 2023
9-55

Total : P 318,000.00

Purpose: For use of Incident Command System(ICS) Seminar/Training.

Requested by:	Cash Availability:	Approved by:
Signature: <i>Christopher T. Tan</i>		
Printed Name: CHRISTOPHER T. TAN	FARAH GEMMA V. BIDAN, CPA	YVONNE ROÑA CAGAS
Designation: PGDH-PDRRMO	Provincial Treasurer	By Authority of the Governor As per MO of 2022 Governor
Date:	ROWELL N. BACONGCO, MPA Local Treasury Operations Officer IV Acting Assistant Provincial Treasurer	<i>Christopher T. Tan</i> CHRISTOPHER T. TAN PGDH-PDRRMO

PURCHASE REQUEST
 PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
 Marikina City



Item No.	Unit	Item Description	Qty	Unit Cost	Total Cost
1	box	Food Paper A 1000 sheets	200	100.00	20,000.00
2	box	Food Paper B 1000 sheets	200	100.00	20,000.00
3	roll	Coarse and Fine Paper	50	100.00	5,000.00
4	roll	Coarse and Fine Paper	50	100.00	5,000.00
5	roll	Coarse and Fine Paper	50	100.00	5,000.00
6	roll	Coarse and Fine Paper	50	100.00	5,000.00
7	roll	Coarse and Fine Paper	50	100.00	5,000.00
8	roll	Coarse and Fine Paper	50	100.00	5,000.00
9	roll	Coarse and Fine Paper	50	100.00	5,000.00
10	roll	Coarse and Fine Paper	50	100.00	5,000.00
11	roll	Coarse and Fine Paper	50	100.00	5,000.00
12	roll	Coarse and Fine Paper	50	100.00	5,000.00
13	roll	Coarse and Fine Paper	50	100.00	5,000.00
14	roll	Coarse and Fine Paper	50	100.00	5,000.00
15	roll	Coarse and Fine Paper	50	100.00	5,000.00
16	roll	Coarse and Fine Paper	50	100.00	5,000.00
17	roll	Coarse and Fine Paper	50	100.00	5,000.00
18	roll	Coarse and Fine Paper	50	100.00	5,000.00
19	roll	Coarse and Fine Paper	50	100.00	5,000.00
20	roll	Coarse and Fine Paper	50	100.00	5,000.00
21	roll	Coarse and Fine Paper	50	100.00	5,000.00
22	roll	Coarse and Fine Paper	50	100.00	5,000.00
23	roll	Coarse and Fine Paper	50	100.00	5,000.00
24	roll	Coarse and Fine Paper	50	100.00	5,000.00
25	roll	Coarse and Fine Paper	50	100.00	5,000.00
26	roll	Coarse and Fine Paper	50	100.00	5,000.00
27	roll	Coarse and Fine Paper	50	100.00	5,000.00
28	roll	Coarse and Fine Paper	50	100.00	5,000.00
29	roll	Coarse and Fine Paper	50	100.00	5,000.00
30	roll	Coarse and Fine Paper	50	100.00	5,000.00

Total Estimated Expense: ₱ 318,000.00



CERTIFICATION
 This is to certify that the above items are available in the ABC and that the purchase of these items is in the best interest of the Government.
 CHRISTOPHER T. TAN
 PROCUREMENT OFFICER

MAY FERNANDO - UY, CPA
 Provincial Accountant

Total: ₱ 318,000.00

Requester:	End. Balanu	18,000
This Request:	(318,000)	
Buy. Balanu	730,000	

JAMES BRYAN T. CATUBIG, CPA
 Accountant I

7K
A-1179



PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: SP IDULSA BOOKPAPER (A4 & SHORT)
Date Submitted/Published: 07/20/2023

Department: SP P.R No.: 1081-CP-M Date: JUL 27 2023

Section: **Legislation**

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	ream	BOOKPAPER, A4 SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled	99	245.00	24,255.00
2	ream	BOOKPAPER, SHORT SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled	100	230.00	23,000.00
<p>Charges: PROVINCE-WIDE DEVELOPMENT FUND - DONATION (5-02-99-080)</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px;"> <p>BIDS & AWARDS COMMITTEE (BAC) TECHNICAL WORKING GROUP BY: <i>[Signature]</i> DATE: 2023-07-24</p> </div> <div style="text-align: center;"> <p>PROCUREMENT MANAGEMENT OFFICE COVERED UNDER APP 23 CONTROLLED BY: <i>[Signature]</i> DATE: 7/29/23</p> </div> </div> <p style="text-align: center;">CERTIFICATION</p> <p>This is to certify that the ABC set is the prevailing market price based on the precavass/market survey conducted by this office as of <u>JUNE 29, 2023</u></p> <p style="text-align: center;"><i>[Signature]</i> HON. DYANE THERESE G. IDULSA, MBA PCL PRESIDENT/SP MEMBER</p> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="border: 1px solid black; border-radius: 50%; padding: 10px; text-align: center;"> <p>PROV. PLANNING & DEVELOPMENT OFFICE CONTROLLED LEDF - GENERAL FUND <i>[Signature]</i> DATE: 7/28/23 MATTI, DIGOS, DAVAO DEL SUR</p> </div> <div style="border: 1px solid black; border-radius: 50%; padding: 10px; text-align: center;"> <p>PROVINCIAL TREASURER'S OFFICE RECEIVED TIME: 10:45 DATE: JUL 25 2023 SIGN: <i>[Signature]</i> MATTI, DIGOS, DAVAO DEL SUR</p> </div> </div>					
Total :					P 47,255.00

Purpose: To be distributed in city and different municipalities of Davao del Sur

Requested by:	Cash Availability:	Approved by:
Signature: <i>[Signature]</i>		
Printed Name: HON. DYANE THERESE G. IDULSA, MBA	FARAH GEMMA V. BIDAN, CPA	YVONNE ROMA CAGAS
Designation: PCL PRESIDENT/SP MEMBER	Provincial Treasurer	Governor
Date:	<i>[Signature]</i> ROWELL N. BACONGCO, MPA Local Treasury Operations Officer IV Acting Assistant Provincial Treasurer	

PURCHASE REQUEST
 PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
 Mafi, Ciguay City



Department: _____ Section: _____ Location: _____ P.R. No.: _____ Date: _____

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	ream	BOOKBINDER, SHORT-SIZE 700 MS Can be recycled on forward Packaging must be recycled Priority of local Elementary Schools (LECS) Packaging must be recycled	100	230.00	23,000.00
2	ream	BOOKBINDER, SHORT-SIZE 700 MS Can be recycled on forward Packaging must be recycled Priority of local Elementary Schools (LECS) Packaging must be recycled	50	443.60	22,180.00

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
 TECHNICAL OFFICE
 CERTIFICATION
 This is to certify that the ABC set is the prevailing market price based on
 the procurement survey conducted by this office as of _____
 HON. DYANG TERESA G. JORDAN, MBA
 POL. PRESIDENTIAL MEMBER



DESSAMBERA, SANCHEZ, CPA
 PROVINCIAL BUDGET OFFICER

LGDF-GENERAL FUND

PROVINCIAL BUDGET OFFICE	CONTROL NO. 2172
DATE: 7/25/20	
ALLOTMENT BALANCE: 125,466	
LESS THIS REQUEST: 47,255	
REMAINING BALANCE: 81,211	

Approved by ST
 47,255 to 7/25/20 Jm

***Section IV. General
Conditions of
Contract***

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

[Include the following clauses if Framework Agreement will be used:]

2.3. For a single-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier in its bid.

2.4. For multi-year Framework Agreement, prices charged by the Supplier for Goods delivered and/or services performed under a Call-Off shall not vary from the prices quoted by the Supplier during conduct of Mini-Competition.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184. *{[Include if Framework Agreement will be used:] In the case of Framework Agreement, the Bidder may opt to furnish the performance security or a Performance Securing Declaration as defined under the Guidelines on the Use of Framework Agreement.}*

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project *{[Include if Framework Agreement will be used:] or Framework Agreement}* specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity

*Section V. Special
Conditions of
Contract*

Special Conditions of Contract

GCC Clause	
1	<p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity's Representative at the Project Site is PGSO Warehouse.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> e. performance or supervision of on-site assembly and/or start-up of the supplied Goods; f. furnishing of tools required for assembly and/or maintenance of the supplied Goods; g. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; h. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and <ul style="list-style-type: none"> i. training of the Procuring Entity's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods. j. <i>[Specify additional incidental service requirements, as needed.]</i> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>

2

Spare Parts –

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

Select appropriate requirements and delete the rest.

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
 - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of [*indicate here the time period specified. If not used indicate a time period of three times the warranty period*].

Spare parts or components shall be supplied as promptly as possible, but in any case, within [*insert appropriate time period*] months of placing the order.

Packaging –

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

- Name of the Procuring Entity
- Name of the Supplier
- Contract Description

	<p>Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	The terms of payment shall be Credit Basis.
4	The inspections and tests that will be conducted are: <i>[Indicate the applicable inspections and tests]</i>

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*Section VI. Schedule
of Requirements*

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

PGO - BIDS AND AWARDS COMMITTEE

Schedule of Requirements

The delivery schedule as per IB NO.: G-146-23C is 10 calendar days

Item No.	Item and Description	Qty	Unit	Delivered	
				Weeks	Months
	PR# 1080-CE-23 (PDRRMO)				
1	Bond Paper; A4, 5 reams/box	200	box		
2	Bond Paper; legal, 5 reams/box	110	box		
3	Double sided tape, 24mm	50	roll		
4	Double sided tape, 48mm	50	roll		
5	Duck tape; 48mm	50	roll		
6	Expanded envelope, red, 100pcs/box	10	box		
7	Gold metal foil sticker seal, 40pcs/pack (for certificate)	100	pack		
8	I.D Holder with lace	300	pc		
9	Manila Paper	500	pc.		
10	Marker; permanent, broad black, 10pcs/box	50	box		
11	Marker; permanent, broad blue, 10pcs/box	50	box		
12	Marker, white board, black, 10pcs/box	50	box		
13	Marker, white board, blue, 10pcs/box	50	box		
14	Notebook 148mmx200mm	500	pc.		
15	Pencil, lead with eraser	50	box		
16	Specialty Board Paper 8.5x11", natural 10sheets/pack	60	pack		
17	Specialty Board Paper (thick), legal 10sheets/pack	60	pack		
18	Tape, masking, 24mm	100	roll		
19	Tape, masking, 48mm	100	roll		
20	Tape packaging, 24mm	100	roll		
21	Tape packaging, 48mm	100	roll		
22	Tape, transparent, 24mm	100	roll		
23	Tape, transparent, 48mm	100	roll		

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PGO - BIDS AND AWARDS COMMITTEE

Schedule of Requirements

The delivery schedule as per IB NO.: G-146-23C is 10 calendar days

Item No.	Item and Description	Qty	Unit	Delivered	
				Weeks	Months
	PR# 1081-CB-23 (SP - Legislation)				
1	BOOKPAPER, A4 SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled	99	ream		
2	BOOKPAPER, SHORT SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled	100	ream		

*Section VII. Technical
Specifications*

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

PGO - BIDS AND AWARDS COMMITTEE

Technical Specifications

AEB NO.:

Date of Opening: August 08, 2023

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of three (3) Brands	Qty	Unit	Statement of Compliance
	PR# 1080-CB-23 (PDRRMO)				
1	Bond Paper; A4, 5 reams/box		200	box	
2	Bond Paper; legal, 5 reams/box		110	box	
3	Double sided tape, 24mm		50	roll	
4	Double sided tape, 48mm		50	roll	
5	Duck tape; 48mm		50	roll	
6	Expanded envelope, red, 100pcs/box		10	box	
7	Gold metal foil sticker seal, 40pcs/pack (for certificate)		100	pack	
8	I.D Holder with lace		300	pc	
9	Manila Paper		500	pc.	
10	Marker; permanent, broad black, 10pcs/box		50	box	
11	Marker; permanent, broad blue, 10pcs/box		50	box	
12	Marker, white board, black, 10pcs/box		50	box	
13	Marker, white board, blue, 10pcs/box		50	box	
14	Notebook 148mmx200mm		500	pc.	
15	Pencil, lead with eraser		50	box	
16	Specialty Board Paper 8.5x11", natural 10sheets/pack		60	pack	
17	Specialty Board Paper (thick), legal 10sheets/pack		60	pack	
18	Tape, masking, 24mm		100	roll	
19	Tape, masking, 48mm		100	roll	
20	Tape packaging, 24mm		100	roll	
21	Tape packaging, 48mm		100	roll	
22	Tape, transparent, 24mm		100	roll	
23	Tape, transparent, 48mm		100	roll	

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PGO - BIDS AND AWARDS COMMITTEE

Technical Specifications

AEB NO.:

Date of Opening: August 08, 2023

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of three (3) Brands	Qty	Unit	Statement of Compliance
	PR# 1081-CB-23 (SP - Legislation)				
1	BOOKPAPER, A4 SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled		99	ream	
2	BOOKPAPER, SHORT SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled		100	ream	

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Section VIII.
Checklist of Technical
and Financial
Documents

Price Schedule for Goods Offered from Within the Philippines

[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page _____ of _____

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit Price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
	PR# 1080-CB-23 (PDRRMO)								
1	Bond Paper, A4, 5 reams/box		200						
2	Bond Paper; legal, 5 reams/box		110						
3	Double sided tape, 24mm		50						
4	Double sided tape, 48mm		50						
5	Duck tape; 48mm		50						
6	Expanded envelope, red, 100pcs/box		10						
7	Gold metal foil sticker seal, 40pcs/pack (for certificate)		100						
8	I.D Holder with lace		300						
9	Manila Paper		500						
10	Marker; permanent, broad black, 10pcs/box		50						
11	Marker; permanent, broad blue, 10pcs/box		50						
12	Marker, white board, black, 10pcs/box		50						
13	Marker, white board, blue, 10pcs/box		50						

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page _____ of _____

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit Price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Pricedelivered FinalDestination (col 9) x(col 4)
14	Notebook 148mmx200mm		500						
15	Pencil, lead with eraser		50						
16	Specialty Board Paper 8.5x11", natural 10sheets/pack		60						
17	Specialty Board Paper (thick), legal 10sheets/pack		60						
18	Tape, masking, 24mm		100						
19	Tape, masking, 48mm		100						
20	Tape packaging, 24mm		100						
21	Tape packaging, 48mm		100						
22	Tape, transparent, 24mm		100						
23	Tape, transparent, 48mm		100						
Charges: Trust Fund 2021 Training Expense 5-02-02-010 Purpose: For use of Incident Command System(ICS) Seminar/Training.									

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Within the Philippines

[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page _____ of _____

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit Price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 4)
1	PR# 1081-CB-23 (SP - Legislation) BOOKPAPER, A4 SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled		99						
2	BOOKPAPER, SHORT SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled Charges: PROVINCE-WIDE DEVELOPMENT FUND - DONATION (5-02-99-080) Purpose: To be distributed in city and different municipalities of Davao del Sur		100						

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Abroad
[shall be submitted with the Bid if bidder is offering goods from Abroad]

2

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page _____ of _____

1	2	3	4	5	6	7	8	9	
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)	
	PR# 1080-CB-23 (PDRRMO)								
1	Bond Paper; A4, 5 reams/box		200						
2	Bond Paper; legal, 5 reams/box		110						
3	Double sided tape, 24mm		50						
4	Double sided tape, 48mm		50						
5	Duck tape; 48mm		50						
6	Expanded envelope, red, 100pcs/box		10						
7	Gold metal foil sticker seal, 40pcs/pack (for certificate)		100						
8	I.D Holder with lace		300						
9	Manila Paper		500						
10	Marker; permanent, broad black, 10pcs/box		50						
11	Marker; permanent, broad blue, 10pcs/box		50						
12	Marker; white board, black, 10pcs/box		50						

Price Schedule for Goods Offered from Abroad

[shall be submitted with the Bid if bidder is offering goods from Abroad]

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page _____ of _____

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Pricedelivered DDP (col 4 x 8)
13	Marker, white board, blue, 10pcs/box		50					
14	Notebook 148mmx200mm		500					
15	Pencil, lead with eraser		50					
16	Specialty Board Paper 8.5x11", natural 10sheets/pack		60					
17	Specialty Board Paper (thick), legal 10sheets/pack		60					
18	Tape, masking, 24mm		100					
19	Tape, masking, 48mm		100					
20	Tape packaging, 24mm		100					
21	Tape packaging, 48mm		100					
22	Tape, transparent, 24mm		100					
23	Tape, transparent, 48mm		100					
Charges: Trust Fund 2021 Training Expense 5-02-02-010 Purpose: For use of Incident Command System(I/CS) Seminar/Training.								

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Abroad
[shall be submitted with the Bid if bidder is offering goods from Abroad]

2

For Goods Offered from Abroad

Name of Bidder _____ Project ID No. _____ Page _____ of _____

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)
1	BOOKPAPER, A4 SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled		99					
2	BOOKPAPER, SHORT SIZE, 70G/M2. -Can be recycled/can be re-used -Preferably made of recycled materials, if not, it must be sourced-out from a well-managed tree plantation -Preferably at least Elementary Chlorine Free (ECF) -Packaging must be recycled Charges: PROVINCE-WIDE DEVELOPMENT FUND - DONATION (5-02-99-080) Purpose: To be distributed in city and different municipalities of Davao del Sur		100					

Name: _____
 Legal Capacity: _____
 Signature: _____
 Duly authorized to sign the Bid for and behalf of: _____