



Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
Rm. 4 Executive Building, Barangay Matti, Digos City
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579 / Website: www.davaodelsur.gov.ph
Email Add.: bac.davaodelsur2@gmail.com

PGO - BIDS AND AWARDS COMMITTEE (BAC)

NEGOTIATED PROCUREMENT – TWO FAILED BIDDING

Date: April 13, 2022

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all suppliers to apply to bid for the following goods:

| Office | IB No. | Description | ABC | Sources | Delivery Schedule |
|---------------------------|----------|------------------------------------|-------------|-------------------|-------------------|
| PGO-OSP Muslim Affairs | G-214-22 | Supply/Delivery of Office Supplies | ₱ 44,810.57 | LGDF-General Fund | 7 working days |

2. Bidding/Negotiation 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 and regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.
3. Bidders should be a Platinum PhilGEPS registered.
4. Interested bidders may obtain further information from the Provincial Government of Davao del Sur at the address given below from **8:00 am-4:00 pm, Mondays to Fridays**.

The BAC Chairperson

Provincial Government of Davao del Sur
Email: bac.davaodelsur2@gmail.com

MS. NORJANNA M. CAMAGUIN, MPA

Head BAC Secretariat
Office of the BAC Secretariat
Room 4, Executive Building, Barangay Matti, Digos City
Website: www.davaodelsur.gov.ph
Email: bac.davaodelsur2@gmail.com
Telephone No.: (082) 553-9579
Mobile Nos.:
Globe 0905-229-0526
Smart 0908-332-2024

5. Negotiation shall be on **April 21, 2022 at 10:00 am, via Google Meet Application through this link: meet.google.com/ajm-bjbx-ujd**.
6. The Provincial Government of Davao del Sur, reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

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

BY AUTHORITY OF THE BAC CHAIRPERSON:

MS. NORJANNA M. CAMAGUIN, MPA
Head BAC Secretariat
Office of the BAC Secretariat



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

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Negotiated Procurement - After 2 Failed Biddings (Sec 53.1)

April 13, 2022

(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 Room 4, Capitol Building, Matti, Digos City not later than April 21, 2022 @ 9:00 AM. Late submission of quotation shall not be accepted. Thank you.

Request for Quotation's opening shall be on April 21, 2022 @ 10:00 AM via Google Meet Application through this link: meet.google.com/ajm-bjbx-yjd. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

Enp. RAUL D. RAUT

PR. NO.: G-0336-CB-22

End User:

PGDH-HRMO / BAC CHAIRPERSON

Dated: 02/23/2022

OSP (Muslim Affairs)

NOB. ANNA M. CAMAGUIN, MCA
100-IV/Head-BAC Secretariat

| 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 |
|----------|--------|---|-----|--|---|---------------------------------|------------|
| 1 | box | Ballpen, 25 pcs in a box | 10 | 2,000.00 | 200.00 | | |
| 2 | unit | Calculator [Compact, Electronic] 12 Digits | 3 | 798.72 | 266.24 | | |
| 3 | box | CLIP BACKFOLD, 50mm, 12 pcs per box | 2 | 200.00 | 100.00 | | |
| 4 | piece | Correction Tape, 1 piece in individual plastic, 8 meters | 10 | 500.00 | 50.00 | | |
| 5 | piece | Data folder | 5 | 343.20 | 68.64 | | |
| 6 | Pcs | Data File Box | 10 | 772.00 | 77.20 | | |
| 7 | Piece | Double sided tape, width 0.6mm, length 0.9mm | 10 | 600.00 | 60.00 | | |
| 8 | box | Envelope, Expanding, kraft board, for legal 100 pcs per box | 2 | 1,600.00 | 800.00 | | |
| 9 | Piece | Envelope with File tab divider, bristol board, A4 | 2 | 22.26 | 11.13 | | |
| 10 | box | Envelope, Mailing, white | 1 | 432.52 | 432.52 | | |
| 11 | piece | Envelope, expanding, plastic Long | 100 | 3,049.00 | 30.49 | | |
| 12 | box | Envelope, documentary, legal | 1 | 980.72 | 980.72 | | |
| 13 | box | Fastener, Metal,70mm | 1 | 90.00 | 90.00 | | |
| 14 | piece | File organizer, legal | 1 | 425.00 | 425.00 | | |
| 15 | piece | Flashdrive, 16gb, 1 piece in individual blister pack | 6 | 2,100.00 | 350.00 | | |
| 16 | pack | Folder, with Tab, Legal,1 pack{100 pieces per pack} | 1 | 800.00 | 800.00 | | |
| 17 | piece | Glue, all purpose, gross weight:200grams min | 4 | 280.00 | 70.00 | | |
| 18 | piece | Marker, Permanent, bullet type, black, Refillable | 10 | 600.00 | 60.00 | | |
| 19 | set | MARKER, FLUORESCENT, 3 colors per set | 2 | 160.00 | 80.00 | | |
| 20 | piece | NOTEBOOK with yarn, 40 leaves, 8x6.5 inch | 100 | 4,000.00 | 40.00 | | |
| 21 | piece | RULER, PLASTIC, 450MM, 1 piece in individual plast | 5 | 400.00 | 80.00 | | |
| 22 | Box | Pencil, Lead with eraser, 12 pcs per box | 10 | 1,200.00 | 120.00 | | |
| 23 | piece | PUNCHER, paper, heavy duty, with two hole guide | 1 | 250.00 | 250.00 | | |
| 24 | roll | TAPE, MASKING, width: 48mm (±1mm) | 2 | 220.00 | 110.00 | | |
| 25 | roll | TAPE, MASKING, width: 24mm (±1mm) | 2 | 120.00 | 60.00 | | |
| 26 | pair | Scissors, symmetrical, blade length:65mm | 6 | 480.00 | 80.00 | | |
| 27 | piece | Sign Pen, Black, liquid/gel ink, 0.5mm needle tip | 10 | 300.00 | 30.00 | | |
| 28 | box | Staple wire, Standard #35, 5000/box | 3 | 180.00 | 60.00 | | |
| 29 | piece | Stapler, Standard type, no. 10 | 3 | 600.00 | 200.00 | | |
| 30 | bottle | STAMP PAD INK, purple or violet | 3 | 240.00 | 80.00 | | |
| 31 | roll | Tape, Transparent, width: 24mm | 6 | 360.00 | 60.00 | | |
| 32 | roll | tape Transparent, width: 48mm | 3 | 180.00 | 60.00 | | |
| 33 | piece | Tape dispenser, table top 24mm | 3 | 450.00 | 150.00 | | |
| 34 | bottle | INK REFILL, YELLOW for HP smart tank 515 (GT53) | 5 | 550.00 | 110.00 | | |
| 35 | bottle | INK REFILL, CYAN for HP smart tank 515 (GT53) | 5 | 550.00 | 110.00 | | |
| 36 | bottle | INK REFILL, MAGENTA for HP smart tank 515 (GT53) | 5 | 550.00 | 110.00 | | |
| 37 | bottle | INK REFILL, BLACK for HP smart tank 515 (GT53) | 5 | 550.00 | 110.00 | | |
| 38 | piece | Cutter/Utilit KNIFE for general purposes, heavy duty | 5 | 167.15 | 33.43 | | |
| 39 | piece | Cartolina, assorted colors | 100 | 800.00 | 8.00 | | |

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.

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

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

CANVASSER:

Valid ID

Name & Signature of Canvasser

(Telephone, Cellphone No. Or Email Address)

GENERAL CONDITION

1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 7 WORKING DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, 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. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED (EQUIPMENT ONLY)
7. IF APPLICABLE, BRAND NAME SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS REQUIRED TO OFFER ONE (1) BRAND ONLY. IN CASE OF THE BIDDER OFFERED MULTIPLE BRANDS, SAID BIDDER WILL BE AUTOMATICALLY DISQUALIFIED.
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. 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 PROPERLY SEALED
 - c. TAMPERED ENVELOPE
12. 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



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Enp. RAUL D. RAUT

PR. NO.: **G-0336-CB-22**

End User:
OSP (Muslim Affairs)

NORJAMA M. CAMAGUIN, MPA
LTCO-IV/Head-BAC Secretariat

PGDH-HRMO / BAC CHAIRPERSON

Dated: **02/23/2022**

| 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 |
|----------|------|---|-----|--|---|---------------------------------|------------|
| 40 | box | Paper clip, 30mm | 1 | 15.00 | 15.00 | | |
| 41 | box | Paper clip, 50mm | 1 | 20.00 | 20.00 | | |
| 42 | book | Record Book, 300 pages, size:214mm x 278mm min | 5 | 400.00 | 80.00 | | |
| 43 | pad | Sticky note, Big 3x4 | 5 | 225.00 | 45.00 | | |
| 44 | ream | Paper Multicopy, A3 size 297 x 420 mm, 80 gsm | 1 | 650.00 | 650.00 | | |
| 45 | ream | Paper Multicopy, A4 size, 80 gsm | 10 | 2,600.00 | 260.00 | | |
| 46 | ream | Paper Multicopy, Legal size, 80 gsm | 10 | 2,800.00 | 280.00 | | |
| 47 | pack | Parchment Paper, A4 size, 10pcs per pack | 100 | 10,200.00 | 102.00 | | |
| | | 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 elemental chlorine free(ECF) Packaging must be recyclable item no. 44-47 Green Procurement Specification | | | | | |
| | | Charges: To support to Muslim Communities Account code: 5-02-03-010 Purpose/Remarks: To be used for Muslim Affairs/NCMF Activity NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. | | 44,810.57 | | | |

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

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

CANVASSER:

Valid ID

Name & Signature of Canvasser

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