



Republic of the Philippines
PROVINCE OF DAVAO DEL SUR

Room 4, Executive Bldg., Brgy. Matti, Digos City, Davao del Sur
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579/ Website: www.davaodelsur.gov.ph
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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

BIDDING DOCUMENTS

Supply/Delivery of Office Supplies

PUBLIC BIDDING IB NO. G-337-22C

September 23, 2022

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**Republic of the Philippines
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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

Section I.
Invitation to Bid



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PGO - BIDS AND AWARDS COMMITTEE (BAC)

INVITATION TO BID FOR G-337-22C

Supply/Delivery of Office Supplies

1. The Provincial Government of Davao del Sur, through General Fund (PGO-Executive, PACCO, BAC) and LGDF-General Fund (PHO, PSWDO) intends to apply the sum of **₱ 388,815.00** being the ABC to payments under the contract for IB No. G-337-22C (PGO-Executive, PACCO, BAC, PHO, PSWDO). 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**. 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, Barangay Matti, Digos City

5. A complete set of Bidding Documents may be acquired by interested Bidders on **September 24, 2022 – October 04, 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 **₱ 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.



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6. Bids must be duly received at the following through manual submission. Late bids shall not be accepted:
 - Advance dropping (before **October 04, 2022**) - Room 4, Office of the BAC Secretariat, Capitol Building, Matti, Digos City.
 - Date of Opening (**October 04, 2022**) - 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 **October 04, 2022 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 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
Head, BAC Secretariat
Office of the BAC Secretariat
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11. You may visit the following website:

For downloading of Bidding Documents : www.davaodelsur.gov.ph

September 23, 2022


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



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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

***Section II.
Instructions to
Bidders***



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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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-337-22C**.

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 **2022** in the amount of **P 388,815.00**.

2.2. The source of funding is **General Fund & LGDF-General Fund 2022**:

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]*

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- 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;
 - 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



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- 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



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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



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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 *[indicate date]*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

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.



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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 Office of the BAC Secretariat Room 4, Executive Building, Capitol Matti, Digos City on or before **October 04, 2022 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 **October 04, 2022 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.

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.



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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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



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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.*}*



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Section III. Bid Data Sheet



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Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>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>a. The amount of not less than P 7,776.30, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than P 19,440.75 if bid security is in Surety Bond.</p>
19.3	<i>Please see Purchase Request No. 1627-CB-22 dated September 22, 2022, 1628-CB-22 dated September 22, 2022, 1629-CB-22 dated September 22, 2022, 1630-CB-22 dated September 22, 2022, 1631-CB-22 dated September 22, 2022</i>
20.2	<i>Post-Qualification Requirements</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</p>

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outright. For the Financial Proposal not exceeding ten (10) pages maybe book bound or securely stapled.

All copies must be **properly marked** (**ORIGINAL COPY, COPY 1 AND COPY 2**)

Envelope 1 and Envelope 2 must be properly sealed. Envelope 1 and

Envelope 2 will be placed in one sealed mother envelope.

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A-1140



PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: PGO Executive Office Supplies 4th qtr
Date Submitted/Published: 09/12/2022

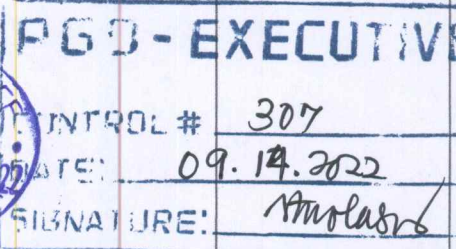
Department: PGO P.R No: 1627-16-N Date: SEP 22 2022
Section: Local Chief Executive

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	pcs	Ballpen, Black	50	10.00	500.00
2	pcs	Ballpen, Blue	10	10.00	100.00
3	pack	Battery AA 2 pcs per blister pack	10	120.00	1,200.00
4	pack	Battery AAA 2 pcs per blister pack	10	130.00	1,300.00
5	pcs	Correction Tape, 1 piece individual plastic	35	65.00	2,275.00
6	pack	Folder, with tab, Legal brown 1 pack (100 pcs per pack)	1	800.00	800.00
7	pack	Folder with tab, Legal white 1 pack (100 pcs per pack)	1	800.00	800.00
8	box	Folder, Pressboard size 240mmx370mm (-5mm) 100 pcs per box, Cream color	1	2,500.00	2,500.00
9	pcs	Flash drive 32 gb capacity 1 pc individual pack	10	650.00	6,500.00
10	pcs	Flash drive 16 gb capacity 1 pc individual	8	450.00	3,600.00
11	reams	Multicopy 80 gsm size 216mm x 330 Legal	40	340.00	13,600.00
12	reams	Multicopy 80 gsm size 210mm x 297 A4	40	320.00	12,800.00
13	pcs	Packaging tape width 48 mm	10	80.00	800.00
14	pcs	Tape Transparent width 24mm	10	60.00	600.00
15	pcs	Sign pen black, Liquid gel ink 0.5mm needle tip	15	45.00	675.00
16	pcs	Sign pen blue, Liquid gel ink 0.7mm needle tip	10	45.00	450.00
17	pcs	Sign pen black, Liquid gel ink 0.7mm Liquid gel needle tip	36	45.00	1,620.00
18	pcs	Sign pen 1.0mm rollerball gel	50	150.00	7,500.00
19	pcs	Staple wire Standard # 35 5000's/ box	10	65.00	650.00
20	pcs	tape Masking width 24mm	10	55.00	550.00
21	roll	Twine, Black, 1 kilo/ roll	3	120.00	360.00

G-337-220
Total: 388,450.00
1st: 10-4-22



Charges: 1011-6-02-03-010



Total: P 59,180.00

Purpose: For the use of PGO Executive

Requested by:	Cash Availability:	Approved by:
Signature:		
Printed Name: YVONNE ROÑA CAGAS	FARAH GEMMA V. BIDAN, CPA	YVONNE ROÑA CAGAS
Designation: GOVERNOR	Provincial Treasurer	Governor
Date: As per EO No. 1, Series of 2022	Atty. HERBERT R. GONZALES Provincial Administrator	As per EO No. 1, Series of 2022 Atty. HERBERT R. GONZALES Provincial Administrator

SEP 14 2022

2272

PURCHASE REQUEST

OFFICE OF THE PROVINCIAL BUDGET OFFICER
MADRID, CALIFORNIA

GENERAL FUND

JESSAMIE BOAL-SANCHEZ
PROVINCIAL BUDGET OFFICER

PROVINCIAL BUDGET OFFICE	CONTROL NO. 2097
DATE: SEP 14 2022	
ALLOTMENT BALANCE: 294,950	
LESS THIS REQUEST: 59,180	
REMAINING BALANCE: 235,770	



PURCHASE REQUEST
PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: PGO Executive Office Supplies 4th qtr
Date Submitted/Published: 09/12/2022

Department: PGO P.R No. 1627-00-22 Date: SEP 22 2022
Section: Local Chief Executive

ItemNo.	Unit	Item and Description	Qty	Unit Cost	Total Cost
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CERTIFICATION

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 9-12-22

YVONNE ROÑA CAGAS
GOVERNOR

By Authority of the Governor
As per EO No. 1, Series of 2022

Atty. HERBERT R. GONZALES
Provincial Administrator



Total : P 59,180.00

Purpose: For the use of PGO Executive

Requested by:	Cash Availability:	Approved by:
Signature:		
Printed Name: YVONNE ROÑA CAGAS	<u>Farah Gemma V. Bidan, CPA</u> FARAH GEMMA V. BIDAN, CPA	YVONNE ROÑA CAGAS
Designation: By Authority of the Governor GOVERNOR As per EO No. 1, Series of 2022	Provincial Treasurer	Governor
Date: Atty. HERBERT R. GONZALES Provincial Administrator	<u>9/14/22</u>	By Authority of the Governor As per EO No. 1, Series of 2022 Atty. HERBERT R. GONZALES Provincial Administrator

A-1415



PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: 26-22 pencil
Date Submitted/Published: 09/05/2022

Department: PACCO P. No.: 1628-UB-W Date: SEP 22 2022

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	BOX	PENCIL #2 12pcs/BOX	10	140.00	1,400.00
2	BOX	BALLPOINT PEN 25pcs/BOX	20	300.00	6,000.00
3	ROLL	ADDING MACHINE PAPER ROLL (7mm X 70mm)	20	50.00	1,000.00
4	PCS	CORRECTION TAPE ATLEAST 5mm X 8mm	200	45.00	9,000.00
5	REAM	BOOKPAPER A4 (210MM X 297MM), (70GSM)	100	250.00	25,000.00
6	REAM	BOOKPAPER F4 (216MM X 330MM) (70GSM)	100	270.00	27,000.00
7	PCS	PERMANENT MARKER	60	45.00	2,700.00
8	PC	STAPLER WITH REMOVER (HEAVY DUTY GOOD DURABLE QUALITY)	10	550.00	5,500.00
9	PC	INK BT D60 BLACK (GENUINE)	5	650.00	3,250.00
10	PC	INK BT 6000BK (GENUINE)	5	650.00	3,250.00
11	BOX	SIGN PEN .5 (BLUE) GOOD QUALITY 12 PCS/BOX	3	700.00	2,100.00
12	BOX	SIGN PEN .5 (BLACK) GOOD QUALITY 12 PCS/BOX	3	700.00	2,100.00

Charges:
5 02 03 010

**BIDS & AWARDS COMMITTEE (BAC)
TECHNICAL WORKING GROUP**
TECHNICAL SPECS AND ABC REVIEWED
BY: *[Signature]*
2022-09-14

BIDS & AWARDS COMMITTEE (BAC)
BAC SECRETARIAT
COVERED UNDER RA 9154
CONTROLLED BY: *[Signature]*
DATE: 9/20/22

CERTIFICATION

This is to certify that the ABC set is the prevailing market price based on the precanvass/market survey conducted by this office as of _____

[Signature]
MAY FERNANDO-UY, CPA
Provincial Accountant

PROVINCIAL TREASURER'S OFFICE
RECEIVED
TIME: 11:30 AM
DATE: SEP 14 2022
MATTI, DIGOS DAVAO DEL SUR

Total : P 88,300.00

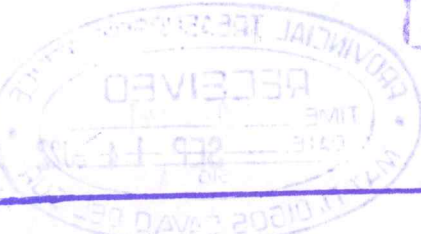
Purpose: FOR THE USE OF PACCO

Requested by:	Cash Availability:	Approved by:
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>
Printed Name: MAY FERNANDO-UY, CPA	Printed Name: FARAH GEMMA V. BIDAN, CPA	Printed Name: YVONNE ROÑA CAGAS
Designation: Provincial Accountant	Designation: Provincial Treasurer	Designation: Governor

Date: 2254 By Authority of the Governor
As per EO No. *[Signature]* Series of 2022
Atty. HERBERT R. GONZALES
Provincial Administrator

17 11 - 577 3

GENERAL FUND



PROVINCIAL BUDGET OFFICE	CONTROL No. 2604
DATE: SEP 14 2022	
ALLOTMENT: 205,732	
LESS THIS REQUEST: 88,300	
REMAINING BALANCE: 117,432	

JESSAMIE BUAT - ANCHEZ, CPA
 PROVINCIAL BUDGET OFFICER



926
A-1492



PURCHASE REQUEST
PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: jmdoffice4th

Date Submitted/Published: 09/12/2022

SEP 22 2022

Department: BAC

P.R. No.: 1629-1629

Date:

Section:

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	pcs.	Stapler w/remover, heavy Duty	4	550.00	2,200.00
2	pcs.	Fingertips Moistener Wax, 10g	10	80.00	800.00
3	pcs.	Permanent Broad Tip Marker (black)	5	70.00	350.00
4	pad	Sticky Notes 100pcs. /pad(assrtd. Colors) size: 3x3 & 2x2	20	40.00	800.00
5	box	Binder Clip 2" 12pcs./box	20	60.00	1,200.00
6	box	Binder Clip 1" 12pcs./box	20	50.00	1,000.00
7	box	Binder Clip 3/4" 12pcs./box	20	40.00	800.00
8	pcs.	Tape, transparent, 24mm	15	40.00	600.00
9	pcs.	Tape masking, 24mm	5	60.00	300.00
10	pcs	Double Sided, 48mm	5	70.00	350.00
11	pcs.	Highlighter, assorted Colors	10	40.00	400.00
12	pcs.	Large Messenger Backpack, Good Quality-preferably dark color	1	1,000.00	1,000.00
13	pcs.	Document Tray Metal 3layers, Heavy Duty	5	1,400.00	7,000.00
14	pcs.	Plastic Storage Box (light blue), 95L	3	1,400.00	4,200.00
15	unit	Calculator, compact, Electronic, 12digits, heavy duty	4	500.00	2,000.00
16	pcs.	Scissor, Stainless, 7inches, heavy duty	5	100.00	500.00
17	pcs.	Plastic Comb Ring Binder, size: 1-1/2"(38mm), black	10	70.00	700.00
18	pack	Board Certificate Paper White Cream, long 10pcs./pack 200gsm	5	70.00	350.00
19	pack	Sign Pen (0.5mm), 12pcs./pack 5pack-blue 5pack-black	10	360.00	3,600.00
20	pack	Sign Pen Refill (0.5mm) 12pcs./pack 5pack-blue 5pack-black	10	270.00	2,700.00
21	pcs.	Undated Planner Notebook (not spring notebook) -assorted w/design, at least 100leaves, good design & quality	5	500.00	2,500.00
22	pack	PVC Cover Clear, legal Size, 216mmx330mm, 200micron 100pcs./pack	1	1,000.00	1,000.00
23	bot.	Stamp Pad Ink 950ml, Violet	2	300.00	600.00
24	pcs.	Stamp Pad felt No. 3 Violet	10	100.00	1,000.00
25	pc.	Tape Dispencer for 1" or 24mm, heavy duty	2	150.00	300.00
26	unit	Genuine ASUS Charger AC Adapter (for existing laptop of Ms. Norjanna M. Camaguin) Model: W15-065N1A	1	2,500.00	2,500.00
27	pack	Expanding Envelope, legal size, 100pcs./pack 2pack-Yellow 2pack Green	4	1,800.00	7,200.00
28	pack	Ordinary Brown Envelope, legal size	4	800.00	3,200.00
29	ream	Paper Multicopy, 70gsm, size legal -can be recycled/can be re used - preferably made 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	250	280.00	70,000.00
30	ream	Paper Multicopy, 70gsm, size A4 -can be recycled/can be re used - preferably made 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	50	250.00	12,500.00
31	bot	Computer Ink BT D60, Black 97.2ml for Brother Printer (genuine)	30	550.00	16,500.00
32	bot	Computer Ink BT5000, Yellow, Magenta, Cyan (genuine)	15	500.00	7,500.00

1629

Total :

P 164,850.00

Purpose: For the use of BAC Office.

Requested by:	Cash Availability:	Approved by:
Signature:		
Printed Name: NORJANNA M. CAMAGUIN, MPA	FARAH GEMMA V. BIDAN, CPA	YVONNE ROÑA CAGAS
Designation: LTOO IV/HEAD BAC SECRETARIAT	Provincial Treasurer	BY AUTHORITY OF THE GOVERNOR
Date:	2264 SEP 15 2022	CHRISTOPHER T. TAN PGDH-PDRMO



PURCHASE REQUEST
PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Marikina City



FR No. 10000000000000000000
Date Submitted: 09/13/2022

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	pc	Stapler wireless heavy duty	4	250.00	1,000.00
2	pc	Ring binder 1/2 inch 100	10	80.00	800.00
3	pc	Penmanship book 1/2 inch (100)	2	70.00	140.00
4	pc	Stapler wireless heavy duty	20	40.00	800.00
5	pc	Stapler wireless heavy duty	20	40.00	800.00
6	pc	Stapler wireless heavy duty	20	40.00	800.00
7	pc	Stapler wireless heavy duty	20	40.00	800.00
8	pc	Stapler wireless heavy duty	15	40.00	600.00
9	pc	Stapler wireless heavy duty	5	60.00	300.00
10	pc	Stapler wireless heavy duty	2	75.00	150.00
11	pc	Stapler wireless heavy duty	10	40.00	400.00
12	pc	Stapler wireless heavy duty	1	1,500.00	1,500.00
13	pc	Stapler wireless heavy duty	2	1,500.00	3,000.00
14	pc	Stapler wireless heavy duty	2	450.00	900.00
15	pc	Stapler wireless heavy duty	4	500.00	2,000.00
16	pc	Stapler wireless heavy duty	5	100.00	500.00
17	pc	Stapler wireless heavy duty	10	70.00	700.00
18	pc	Stapler wireless heavy duty	2	70.00	140.00
19	pc	Stapler wireless heavy duty	10	350.00	3,500.00
20	pc	Stapler wireless heavy duty	10	370.00	3,700.00
21	pc	Stapler wireless heavy duty	2	300.00	600.00
22	pc	Stapler wireless heavy duty	1	1,000.00	1,000.00
23	pc	Stapler wireless heavy duty	2	300.00	600.00
24	pc	Stapler wireless heavy duty	10	150.00	1,500.00
25	pc	Stapler wireless heavy duty	2	150.00	300.00
26	pc	Stapler wireless heavy duty	1	2,000.00	2,000.00
27	pc	Stapler wireless heavy duty	1	1,500.00	1,500.00
28	pc	Stapler wireless heavy duty	1	1,500.00	1,500.00
29	pc	Stapler wireless heavy duty	1	1,500.00	1,500.00
30	pc	Stapler wireless heavy duty	1	1,500.00	1,500.00
31	pc	Stapler wireless heavy duty	30	250.00	7,500.00
32	pc	Stapler wireless heavy duty	15	400.00	6,000.00

Total: ₱ 64,850.00

Requested by: _____

Approved by: _____

APPROVING BUDGET OFFICER: _____

LESS THIS REQUEST: 164,850

ATTEMENT: 164,974

DATE: 9-14-22

CONTROL NO: 2291



Provincial Budget Office



PURCHASE REQUEST
 PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
 Mati, Digos City

PR Id.: jmdoffice4th

Date Submitted/Published: 09/12/2022

Department: BAC

P.R No.:

1629-UB-N

Date:

SEP 22 2022

Section:

ItemNo.	Unit	Item and Description	Qty	Unit Cost	Total Cost
33	bot.	5bot. yellow 5bot. magenta 5bot. cyan Computer Ink 003, 70ml black (genuine) for Epson L5190 & L3210 Printer ITEM NO. 35, 36 & 37 -SUPPLIER MUST BE SUBMIT THE CERTIFICATION FROM THE MANUFACTURING COMPANY OF "GENUINE" INK FOR EPSON PRINTER AND BROTHER PRINTER	10	500.00	5,000.00
34	pcs.	Customized Self Inking Stamp size: 2cmx5cm 1. ROSALINDA G. QUINTANA, MPA TWG Member 2. ENGR. JOSEPH R. GONZALES TWG Member 3. DR. DORIS EVELYN L. MEGRIÑO TWG Member 4. EnP. JENELYN C. CABEJAS, JD Head TWG 5. RAUL D. RAUT, EnP, JD (PGDH-PHRMO) 6. CANCELLED: DATE: BY:	6	700.00	4,200.00

BIDS & AWARDS COMMITTEE (BAC)
TECHNICAL WORKING GROUP
 TECHNICAL SPECS AND ABC REVIEWED
 BY: [Signature]
 2022-09-14

BIDS & AWARDS COMMITTEE (BAC)
BAC SECRETARIAT
 COVERED UNDER ALL P
 CONTROLLED BY
 DATE: [Signature]
 [Signature]

Charges:
 1999-08 - Support to Financial Management and Procurement
 Program 5-02-03-010 - Office Supplies

CERTIFICATION

This is to certify that the ABC set is the prevailing market price based on the precanvass/market survey conducted by this office as of 9/12/2022

NORJANNA M. CAMAGUIN, MPA
 LTOO IV/HEAD BAC SECRETARIAT

Total : P 164,850.00

Purpose: For the use of BAC Office.

Requested by:	Cash Availability:	Approved by:
Signature: [Signature]	[Signature]	[Signature]
Printed Name: NORJANNA M. CAMAGUIN, MPA	FARAH GEMMA V. BIDAN, CPA	YVONNE ROÑA CAGAS
Designation: LTOO IV/HEAD BAC SECRETARIAT	Provincial Treasurer	BY AUTHORITY OF [Signature] CHRISTOPHER T. TAN PGDH-PDRMO
Date:	2022 SEP 15 2022	



A-1442



PURCHASE REQUEST

PROVINCIAL GOVERNMENT OF DAVAO DEL SUR
Matti, Digos City

PR Id.: PH(CVP) - Office Supplies 2
Date Submitted/Published: 09/12/2022

SEP 22 2022
Date:

Department: PHO
Section:

P.R. No.: 1630-OB-N

Item No.	Unit	Item and Description	Qty	Unit Cost	Total Cost
1	piece	Ballpen, 0.5mm black	38	7.00	266.00
2	piece	Certificate frame, 8.5 x 11", wooden	31	130.00	4,030.00
3	piece	PEN, 0.7mm retractable gel pen, black	135	10.00	1,350.00
4	ream	PAPER, MULTICOPY, Legal, 80 gsm, size:216mm x 330mm	69	290.00	20,010.00
5	ream	PAPER, MULTICOPY, A4, 80 gsm, size:210mm x 297mm	68	280.00	19,040.00
6	piece	RECORD BOOK, 200 pages	14	75.00	1,050.00
7	pack	VELLUM BOARD, A4 size, 200 gsm, 10's, color: BEIGE	23	33.00	759.00

Charges:
LGDF - GENERAL FUND CY-2022 PROVINCIAL COVID-19
VACCINATION PROGRAM OFFICE SUPPLIES 5-02-03-010

**BIDS & AWARDS COMMITTEE (BAC)
TECHNICAL WORKING GROUP**
TECHNICAL SPECS AND ABC REVIEWED
BY: [Signature] 2022-09-13

**BIDS & AWARDS COMMITTEE (BAC)
BAC SECRETARIAT**
COVERED UNDER APPROVED
CONTROLLED BY
DATE: 9/12/22

CERTIFICATION

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 9/12/22

JONNA A. MASONGSONG, MD, FPSMS, MAHA, MPH
Provincial Health Officer II

PROVINCIAL PLANNING & DEVELOPMENT OFFICE
CONTROLLED
LGDF GENERAL FUND
DATE: 7 SEP 2022
MATTI, DIGOS, DAVAO DEL SUR

PROVINCIAL TREASURER OFFICE
RECEIVED
TIME: 7:07
DATE: SEP 15 2022
MATTI, DIGOS, DAVAO DEL SUR

P 46,505.00

Total : To be used in COVID-19 Vaccination Post & COVID-19 Vaccination Program

Purpose: To be used in COVID-19 Vaccination Post & COVID-19 Vaccination Program

Requested by: Cash Availability: Approved by:

Signature: [Signature]

Printed Name: JONNA A. MASONGSONG, MD, FPSMS, MAHA, MPH
FARAH GEMMA V. BIDAN, CPA
YVONNE ROÑA CAGAS

Designation: MPH
Provincial Health Officer II
Provincial Treasurer
Governor

Date: 2287 SEP 15 2022
By Authority of the Governor
As per EO No. 1 Series of 2022

Atty. HERBERT A. GONZALES
Provincial Administrator



Date: 11-11-09

Item No.	Description	Quantity	Unit	Estimated Price	Total Price
1
2
3
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LGDF-GENERAL FUNDS

JESSAMINE BUT-SANCHEZ, L.M.
 PROVINCIAL BUDGET OFFICER

[Handwritten mark]

REMAINING BALANCE: 0
LESS THIS REQUEST: 46,505
ALLOTMENT BALANCE: 46,505
DATE: 09-15-22
CONTROL NO: 2635
Provincial Budget Office

11-11-09



**Republic of the Philippines
PROVINCE OF DAVAO DEL SUR**

Room 4, Executive Bldg., Brgy. Matti, Digos City, Davao del Sur
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579/ Website: www.davaodelsur.gov.ph
Email: bac.davaodelsur2@gmail.com

OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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



**Republic of the Philippines
PROVINCE OF DAVAO DEL SUR**

Room 4, Executive Bldg., Brgy. Matti, Digos City, Davao del Sur
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579/ Website: www.davaodelsur.gov.ph
Email: bac.davaodelsur2@gmail.com

OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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.*



**Republic of the Philippines
PROVINCE OF DAVAO DEL SUR**

Room 4, Executive Bldg., Brgy. Matti, Digos City, Davao del Sur
Mobile Nos. 0905-229-0526 (Globe) / 0908-332-2024 (Smart)
Telefax: (082) 553-9579/ Website: www.davaodelsur.gov.ph
Email: bac.davaodelsur2@gmail.com

OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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



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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

***Section V. Special
Conditions of
Contract***



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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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



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- 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. *[Specify additional incidental service requirements, as needed.]*

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.

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.



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	<p>Packaging –</p> <p>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.</p> <p>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.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description 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>



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	<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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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

***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-337-22C is 10 calendar days

Item No.	Item and Description	Qty	Unit	Delivered	
				Weeks	Months
	PR# 1627-CB-22 (PGO - Local Chief Executive)				
1	Ballpen, Black	50	pcs		
2	Ballpen , Blue	10	pcs		
3	Battery AA 2 pcs per blister pack	10	pack		
4	Battery AAA 2 pcs per blister pack	10	pack		
5	Correction Tape, 1 piece individual plastic	35	pcs		
6	Folder ,with tab,Legal brown 1 pack (100 pcs per pack)	1	pack		
7	Folder with tab,Legal white 1 pack (100 pcs per pack)	1	pack		
8	Folder, Pressboard size 240mmx370mm (-5mm) 100 pcs per box, Cream color	1	box		
9	Flash drive 32 gb capacity 1 pc individual pack	10	pcs		
10	Flash drive 16 gb capacity 1 pc individual	8	pcs		
11	Multicopy 80 gsm size 216mm x 330 Legal	40	reams		
12	Multicopy 80 gsm size 210mm x 297 A4	40	reams		
13	Packaging tape width 48 mm	10	pcs		
14	Tape Transparent width 24mm	10	pcs		
15	Sign pen black, Liquid gel ink 0.5mm needle tip	15	pcs		
16	Sign pen blue ,Liquid gel ink 0.7mm needle tip	10	pcs		
17	Sign pen black, Liquid gel ink 0.7mm Liquid gel needle tip	36	pcs		
18	Sign pen 1.0mm rollerball gel	50	pcs		
19	Staple wire Standard # 35 5000's / box	10	pcs		
20	tape Masking width 24mm	10	pcs		
21	Twine, Black, 1 kilo/ roll	3	roll		

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PGO - BIDS AND AWARDS COMMITTEE

Schedule of Requirements

The delivery schedule as per IB NO.: G-337-22C is 10 calendar days

Item No.	Item and Description	Qty	Unit	Delivered	
				Weeks	Months
	PR# 1628-CB-22(PACCO)				
1	PENCIL #2 12pcs/BOX	10	BOX		
2	BALLPOINT PEN 25pcs/BOX	20	BOX		
3	ADDING MACHINE PAPER ROLL (7mm X 70mm)	20	ROLL		
4	CORRECTION TAPE ATLEAST 5mm X 8mm	200	PCS		
5	BOOKPAPER A4 (210MM X 297MM), (70GSM)	100	REAM		
6	BOOKPAPER F4 (216MM X 330MM) (70GSM)	100	REAM		
7	PERMANENT MARKER	60	PCS		
8	STAPLER WITH REMOVER (HEAVY DUTY GOOD DURABLE QUALITY)	10	PC		
9	INK BT D60 BLACK (GENUINE)	5	PC		
10	INK BT 6000BK (GENUINE)	5	PC		
11	SIGN PEN .5 (BLUE) GOOD QUALITY 12 PCS/BOX	3	BOX		
12	SIGN PEN .5 (BLACK) GOOD QUALITY 12 PCS/BOX	3	BOX		

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Matti, Digos City

PGO - BIDS AND AWARDS COMMITTEE

Schedule of Requirements

The delivery schedule as per IB NO.: G-337-22C is 10 calendar days

Item No.	Item and Description	Qty	Unit	Delivered	
				Weeks	Months
	PR# 1629-CB-22(BAC)				
1	Stapler w/remover, heavy Duty	4	pcs.		
2	Fingertips Moistener Wax, 10g	10	pcs.		
3	Permanent Broad Tip Marker (black)	5	pcs.		
4	Sticky Notes 100pcs. /pad(assrtd. Colors) size: 3x3 & 2x2	20	pad		
5	Binder Clip 2" 12pcs./box	20	box		
6	Binder Clip 1" 12pcs./box	20	box		
7	Binder Clip 3/4" 12pcs./box	20	box		
8	Tape, transparent, 24mm	15	pcs.		
9	Tape masking, 24mm	5	pcs.		
10	Double Sided, 48mm	5	pcs		
11	Highlighter, assorted Colors	10	pcs.		
12	Large Messenger Backpack, Good Quality-preferably dark color	1	pcs.		
13	Document Tray Metal 3layers, Heavy Duty	5	pcs.		
14	Plastic Storage Box (light blue), 95L	3	pcs.		
15	Calculator, compact, Electronic, 12digits, heavy duty	4	unit		
16	Scissor, Stainless, 7inches, heavy duty	5	pcs.		
17	Plastic Comb Ring Binder, size: 1-1/2"(38mm), black	10	pcs.		
18	Board Certificate Paper White Cream, long 10pcs./pack 200gsm	5	pack		
19	Sign Pen (0.5mm), 12pcs./pack 5pack-blue 5pack-black	10	pack		
20	Sign Pen Refill (0.5mm) 12pcs./pack 5pack-blue 5pack-black	10	pack		
21	Undated Planner Notebook (not spring notebook) -assorted w/design, at least 100leaves, good design & quality	5	pcs.		
22	PVC Cover Clear, legal Size, 216mmx330mm, 200micron 100pcs./pack	1	pack		
23	Stamp Pad Ink 950ml, Violet	2	bot.		
24	Stamp Pad felt No. 3 Violet	10	pcs.		
25	Tape Dispencer for 1" or 24mm, heavy duty	2	pc.		
26	Genuine ASUS Charger AC Adapter (for existing laptop of Ms. Norjanna M. Camaguin) Model: W15-065N1A	1	unit		
27	Expanding Envelope, legal size, 100pcs./pack 2pack-Yellow 2pack Green	4	pack		
28	Ordinary Brown Envelope, legal size	4	pack		
29	Paper Multicopy, 70gsm, size legal -can be recycled/can be re used - preferably made 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	250	ream		
30	Paper Multicopy, 70gsm, size A4 -can be recycled/can be re used - preferably made 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	50	ream		
31	Computer Ink BT D60, Black 97.2ml for Brother Printer (genuine)	30	bot		
32	Computer Ink BT5000, Yellow, Magenta, Cyan (genuine) 5bot. yellow 5bot. magenta 5bot. cyan	15	bot		
33	Computer Ink 003, 70ml black (genuine) for Epson L5190 & L3210 Printer	10	bot.		

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PGO - BIDS AND AWARDS COMMITTEE

Schedule of Requirements

The delivery schedule as per IB NO.: G-337-22C is 10 calendar days

Item No.	Item and Description	Qty	Unit	Delivered	
				Weeks	Months
	ITEM NO. 35, 36 & 37 -SUPPLIER MUST BE SUBMIT THE CERTIFICATION FROM THE MANUFACTURING COMPANY OF "GENUINE" INK FOR EPSON PRINTER AND BROTHER PRINTER				
34	Customized Self Inking Stamp size: 2cmx5cm 1. ROSALINDA G. QUINTANA, MPA TWG Member 2. ENGR. JOSEPH R. GONZALES TWG Member 3. DR. DORIS EVELYN L. MEGRIÑO TWG Member 4. EnP. JENELYN C. CABEJAS, JD Head TWG 5. RAUL D. RAUT, EnP, JD (PGDH-PHRMO) 6. CANCELLED: DATE: BY:	6	pcs.		

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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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: October 04, 2022

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of two (2) Brands	Qty	Unit	Statement of Compliance
	PR# 1627-CB-22 (PGO - Local Chief Executive)				
1	Ballpen, Black		50	pcs	
2	Ballpen , Blue		10	pcs	
3	Battery AA 2 pcs per blister pack		10	pack	
4	Battery AAA 2 pcs per blister pack		10	pack	
5	Correction Tape, 1 piece individual plastic		35	pcs	
6	Folder ,with tab,Legal brown 1 pack (100 pcs per pack)		1	pack	
7	Folder with tab,Legal white 1 pack (100 pcs per pack)		1	pack	
8	Folder, Pressboard size 240mmx370mm (-5mm) 100 pcs per box, Cream color		1	box	
9	Flash drive 32 gb capacity 1 pc individual pack		10	pcs	
10	Flash drive 16 gb capacity 1 pc individual		8	pcs	
11	Multicopy 80 gsm size 216mm x 330 Legal		40	reams	
12	Multicopy 80 gsm size 210mm x 297 A4		40	reams	
13	Packaging tape width 48 mm		10	pcs	
14	Tape Transparent width 24mm		10	pcs	
15	Sign pen black, Liquid gel ink 0.5mm needle tip		15	pcs	
16	Sign pen blue ,Liquid gel ink 0.7mm needle tip		10	pcs	
17	Sign pen black, Liquid gel ink 0.7mm Liquid gel needle tip		36	pcs	
18	Sign pen 1.0mm rollerball gel		50	pcs	
19	Staple wire Standard # 35 5000's / box		10	pcs	
20	tape Masking width 24mm		10	pcs	
21	Twine, Black, 1 kilo/ roll		3	roll	

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Republic of the Philippines
 PROVINCE OF DAVAO DEL SUR
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PGO - BIDS AND AWARDS COMMITTEE

Technical Specifications

AEB NO.:

Date of Opening: October 04, 2022

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of two (2) Brands	Qty	Unit	Statement of Compliance
	PR# 1628-CB-22 (PACCO)				
1	PENCIL #2 12pcs/BOX		10	BOX	
2	BALLPOINT PEN 25pcs/BOX		20	BOX	
3	ADDING MACHINE PAPER ROLL (7mm X 70mm)		20	ROLL	
4	CORRECTION TAPE ATLEAST 5mm X 8mm		200	PCS	
5	BOOKPAPER A4 (210MM X 297MM), (70GSM)		100	REAM	
6	BOOKPAPER F4 (216MM X 330MM) (70GSM)		100	REAM	
7	PERMANENT MARKER		60	PCS	
8	STAPLER WITH REMOVER (HEAVY DUTY GOOD DURABLE QUALITY)		10	PC	
9	INK BT D60 BLACK (GENUINE)		5	PC	
10	INK BT 6000BK (GENUINE)		5	PC	
11	SIGN PEN .5 (BLUE) GOOD QUALITY 12 PCS/BOX		3	BOX	
12	SIGN PEN .5 (BLACK) GOOD QUALITY 12 PCS/BOX		3	BOX	

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PGO - BIDS AND AWARDS COMMITTEE

Technical Specifications

AEB NO.:

Date of Opening: October 04, 2022

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of two (2) Brands	Qty	Unit	Statement of Compliance
	PR# 1629-CB-22 (BAC)				
1	Stapler w/remover, heavy Duty		4	pcs.	
2	Fingertips Moistener Wax, 10g		10	pcs.	
3	Permanent Broad Tip Marker (black)		5	pcs.	
4	Sticky Notes 100pcs. /pad(assrtd. Colors) size: 3x3 & 2x2		20	pad	
5	Binder Clip 2" 12pcs./box		20	box	
6	Binder Clip 1" 12pcs./box		20	box	
7	Binder Clip 3/4" 12pcs./box		20	box	
8	Tape, transparent, 24mm		15	pcs.	
9	Tape masking, 24mm		5	pcs.	
10	Double Sided, 48mm		5	pcs	
11	Highlighter, assorted Colors		10	pcs.	
12	Large Messenger Backpack, Good Quality-preferably dark color		1	pcs.	
13	Document Tray Metal 3layers, Heavy Duty		5	pcs.	
14	Plastic Storage Box (light blue), 95L		3	pcs.	
15	Calculator, compact, Electronic, 12digits, heavy duty		4	unit	
16	Scissor, Stainless, 7inches, heavy duty		5	pcs.	
17	Plastic Comb Ring Binder, size: 1-1/2"(38mm), black		10	pcs.	
18	Board Certificate Paper White Cream, long 10pcs./pack 200gsm		5	pack	
19	Sign Pen (0.5mm), 12pcs./pack 5pack-blue 5pack-black		10	pack	
20	Sign Pen Refill (0.5mm) 12pcs./pack 5pack-blue 5pack-black		10	pack	
21	Undated Planner Notebook (not spring notebook) -assorted w/design, at least 100leaves, good design & quality		5	pcs.	
22	PVC Cover Clear, legal Size, 216mmx330mm, 200micron 100pcs./pack		1	pack	
23	Stamp Pad Ink 950ml, Violet		2	bot.	
24	Stamp Pad felt No. 3 Violet		10	pcs.	
25	Tape Dispencer for 1" or 24mm, heavy duty		2	pc.	
26	Genuine ASUS Charger AC Adapter (for existing laptop of Ms. Norjanna M. Camaguin) Model: W15-065N1A		1	unit	
27	Expanding Envelope, legal size, 100pcs./pack 2pack-Yellow 2pack Green		4	pack	
28	Ordinary Brown Envelope, legal size		4	pack	
29	Paper Multicopy, 70gsm, size legal -can be recycled/can be re used - preferably made 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		250	ream	
30	Paper Multicopy, 70gsm, size A4 -can be recycled/can be re used - preferably made 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		50	ream	
31	Computer Ink BT D60, Black 97.2ml for Brother Printer (genuine)		30	bot	
					h

PGO - BIDS AND AWARDS COMMITTEE

Technical Specifications

IAEB NO.:

Date of Opening: October 04, 2022

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of two (2) Brands	Qty	Unit	Statement of Compliance
32	Computer Ink BT5000, Yellow, Magenta, Cyan (genuine) 5bot. yellow 5bot. magenta 5bot. cyan		15	bot	
33	Computer Ink 003, 70ml black (genuine) for Epson L5190 & L3210 Printer ITEM NO. 35, 36 & 37 -SUPPLIER MUST BE SUBMIT THE CERTIFICATION FROM THE MANUFACTURING COMPANY OF "GENUINE" INK FOR EPSON PRINTER AND BROTHER PRINTER		10	bot.	
34	Customized Self Inking Stamp size: 2cmx5cm 1. ROSALINDA G. QUINTANA, MPA TWG Member 2. ENGR. JOSEPH R. GONZALES TWG Member 3. DR. DORIS EVELYN L. MEGRIÑO TWG Member 4. EnP. JENELYN C. CABEJAS, JD Head TWG 5. RAUL D. RAUT, EnP, JD (PGDH-PHRMO) 6. CANCELLED: DATE: BY:		6	pcs.	

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PGO - BIDS AND AWARDS COMMITTEE

Technical Specifications

IAEB NO.:

Date of Opening: October 04, 2022

Quotation: By Item

Item No.	Item and Description	Brand Name (Mandatory) Maximum of two (2) Brands	Qty	Unit	Statement of Compliance
	PR# 1630-CB-22 (PHO)				
1	Ballpen, 0.5mm black		38	piece	
2	Certificate frame, 8.5 x 11", wooden		31	piece	
3	PEN, 0.7mm retractable gel pen, black		135	piece	
4	PAPER, MULTICOPY, Legal, 80 gsm, size:216mm x 330mm		69	ream	
5	PAPER, MULTICOPY, A4, 80 gsm, size:210mm x 297mm		68	ream	
6	RECORD BOOK, 200 pages		14	piece	
7	VELLUM BOARD, A4 size, 200 gsm, 10's, color: BEIGE		23	pack	



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OFFICE OF THE BIDS AND AWARDS COMMITTEE (BAC)

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 4) x (col 9)	
	PR# (PGO - Local Chief Executive)									
1	Ballpen, Black		50							
2	Ballpen , Blue		10							
3	Battery AA 2 pcs per blister pack		10							
4	Battery AAA 2 pcs per blister pack		10							
5	Correction Tape, 1 piece individual plastic		35							
6	Folder ,with tab,Legal brown 1 pack (100 pcs per pack)		1							
7	Folder with tab,Legal white 1 pack (100 pcs per pack)		1							
8	Folder, Pressboard size 240mmx370mm (-5mm) 100 pcs per box, Cream color		1							
9	Flash drive 32 gb capacity 1 pc individual pack		10							
10	Flash drive 16 gb capacity 1 pc individual		8							

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)
11	Multicopy 80 gsm size 216mm x 330 Legal		40						
12	Multicopy 80 gsm size 210mm x 297 A4		40						
13	Packaging tape width 48 mm		10						
14	Tape Transparent width 24mm		10						
15	Sign pen black, Liquid gel ink 0.5mm needle tip		15						
16	Sign pen blue ,Liquid gel ink 0.7mm needle tip		10						
17	Sign pen black, Liquid gel ink 0.7mm Liquid gel needle tip		36						
18	Sign pen 1.0mm rollerball gel		50						
19	Staple wire Standard # 35 5000's / box		10						
20	tape Masking width 24mm		10						

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)
21	Twine, Black, 1 kilo/ roll Charges: 1011-5-02-03-010 Purpose: For the use of PGO Executive		3						

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) x (col 9)
	PR# (PACCO)								
1	PENCIL #2 12pcs/BOX		10						
2	BALLPOINT PEN 25pcs/BOX		20						
3	ADDING MACHINE PAPER ROLL (7mm X 70mm)		20						
4	CORRECTION TAPE ATLEAST 5mm X 8mm		200						
5	BOOKPAPER A4 (210MM X 297MM), (70GSM)		100						
6	BOOKPAPER F4 (216MM X 330MM) (70GSM)		100						
7	PERMANENT MARKER		60						
8	STAPLER WITH REMOVER (HEAVY DUTY GOOD DURABLE QUALITY)		10						
9	INK BT D60 BLACK (GENUINE)		5						
10	INK BT 6000BK (GENUINE)		5						
11	SIGN PEN .5 (BLUE) GOOD QUALITY 12 PCS/BOX		3						
12	SIGN PEN .5 (BLACK) GOOD QUALITY 12 PCS/BOX		3						

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# (BAC)								
1	Stapler w/remover, heavy Duty		4						
2	Fingertips Moistener Wax, 10g		10						
3	Permanent Broad Tip Marker (black)		5						
4	Sticky Notes 100pcs. /pad(assrtd. Colors) size: 3x3 & 2x2		20						
5	Binder Clip 2" 12pcs./box		20						
6	Binder Clip 1" 12pcs./box		20						
7	Binder Clip 3/4" 12pcs./box		20						
8	Tape, transparent, 24mm		15						
9	Tape masking, 24mm		5						
10	Double Sided, 48mm		5						
11	Highlighter, assorted Colors		10						
12	Large Messenger Backpack, Good Quality-preferably dark color		1						
13	Document Tray Metal 3layers, Heavy Duty		5						

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	Plastic Storage Box (light blue), 95L		3						
15	Calculator, compact, Electronic, 12digits, heavy duty		4						
16	Scissor, Stainless, 7inches, heavy duty		5						
17	Plastic Comb Ring Binder, size: 1-1/2"(38mm), black		10						
18	Board Certificate Paper White Cream, long 10pcs./pack 200gsm		5						
19	Sign Pen (0.5mm), 12pcs./pack 5pack-blue 5pack-black		10						
20	Sign Pen Refill (0.5mm) 12pcs./pack 5pack-blue 5pack-black		10						
21	Undated Planner Notebook (not spring notebook) -assorted w/design, at least 100leaves, good design & quality		5						
22	PVC Cover Clear, legal Size, 216mmx330mm, 200micron 100pcs./pack		1						
23	Stamp Pad Ink 950ml, Violet		2						
24	Stamp Pad felt No. 3 Violet		10						
25	Tape Dispencer for 1" or 24mm, heavy duty		2						

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)
26	Genuine ASUS Charger AC Adapter (for existing laptop of Ms. Norjanna M. Camaguin) Model: W15-065N1A		1						
27	Expanding Envelope, legal size, 100pcs./pack 2pack-Yellow 2pack Green		4						
28	Ordinary Brown Envelope, legal size		4						
29	Paper Multicopy, 70gsm, size legal -can be recycled/can be re used - preferably made 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		250						
30	Paper Multicopy, 70gsm, size A4 -can be recycled/can be re used - preferably made 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		50						
31	Computer Ink BT D60, Black 97.2ml for Brother Printer (genuine)		30						
32	Computer Ink BT5000, Yellow, Magenta, Cyan (genuine) 5bot. yellow 5bot. magenta 5bot. cyan		15						

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)
33	Computer Ink 003, 70ml black (genuine) for Epson L5190 & L3210 Printer ITEM NO. 35, 36 & 37 -SUPPLIER MUST BE SUBMIT THE CERTIFICATION FROM THE MANUFACTURING COMPANY OF "GENUINE" INK FOR EPSON PRINTER AND BROTHER PRINTER		10						
34	Customized Self Inking Stamp size: 2cmx5cm 1. ROSALINDA G. QUINTANA, MPA TWG Member 2. ENGR. JOSEPH R. GONZALES TWG Member 3. DR. DORIS EVELYN L. MEGRIÑO TWG Member 4. ENP. JENELYN C. CABEJAS, JD Head TWG 5. RAUL D. RAUT, EnP, JD (PGDH-PHRMO) 6. CANCELLED: DATE: BY:		6						
	Charges: 1999-08 - Support to Financial Management and Procurement Program 5-02-03-010 - Office Supplies Purpose: For the use of BAC Office.								

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 9) x (col 4)
	PR# (PHO)								
1	Ballpen, 0.5mm black		38						
2	Certificate frame, 8.5 x 11", wooden		31						
3	PEN, 0.7mm retractable gel pen, black		135						
4	PAPER, MULTICOPY, Legal, 80 gsm, size:216mm x 330mm		69						
5	PAPER, MULTICOPY, A4, 80 gsm, size:210mm x 297mm		68						
6	RECORD BOOK, 200 pages		14						
7	VELLUM BOARD, A4 size, 200 gsm, 10's, color: BEIGE		23						
Charges: LGDF - GENERAL FUND CY-2022 PROVINCIAL COVID-19 VACCINATION PROGRAM OFFICE SUPPLIES 5-02-03-010 Purpose: To be used in COVID-19 Vaccination Post & COVID-19 Vaccination Program									

Name: _____
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 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 9) x (col 4)
	PR# (PSWDO)								
1.	Certificate holder, (8.5 x 11)		100						
2.	Parchment paper, A4 size, 10pcs./pack		50						
3.	Ballpen, 0.6, black		100						
4.	Stapler heavy duty, good quality		2						
5.	Masking Tape, 48mm ("2), width usable length of 50m		5						
6.	ID Card holder w/sling		100						
7.	Magazine holder, black (250mmX90mmX295mm)		5						
8.	Folder brown, legal size		85						
9.	Folder Expandable, long		100						
10.	Sign pen, black 0.7 mm, gel ink no.31		39						
11.	Laminating Film, legal size, 125 microns, 100 pcs./pack		1						
12.	Correction tape, (8mm) single pack		15						
13.	MARKING PEN , (broad) color black		10						

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 Price delivered DDP (col 4 x 8)	
	PR# (PGO - Local Chief Executive)								
1	Ballpen, Black		50						
2	Ballpen , Blue		10						
3	Battery AA 2 pcs per blister pack		10						
4	Battery AAA 2 pcs per blister pack		10						
5	Correction Tape, 1 piece individual plastic		35						
6	Folder ,with tab,Legal brown 1 pack (100 pcs per pack)		1						
7	Folder with tab,Legal white 1 pack (100 pcs per pack)		1						
8	Folder, Pressboard size 240mmx370mm (-5mm) 100 pcs per box, Cream color		1						
9	Flash drive 32 gb capacity 1 pc individual pack		10						

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)
10	Flash drive 16 gb capacity 1 pc individual		8					
11	Multicopy 80 gsm size 216mm x 330 Legal		40					
12	Multicopy 80 gsm size 210mm x 297 A4		40					
13	Packaging tape width 48 mm		10					
14	Tape Transparent width 24mm		10					
15	Sign pen black, Liquid gel ink 0.5mm needle tip		15					
16	Sign pen blue, Liquid gel ink 0.7mm needle tip		10					
17	Sign pen black, Liquid gel ink 0.7mm Liquid gel needle tip		36					
18	Sign pen 1.0mm rollerball gel		50					
19	Staple wire Standard # 35 5000's / box		10					

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)
20	tape Masking width 24mm		10					
21	Twine, Black, 1 kilo/ roll		3					
	Charges: 1011-5-02-03-010 Purpose: For the use of PGO Executive							

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]

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# (PACCO)								
1	PENCIL #2 12pcs/BOX		10						
2	BALLPOINT PEN 25pcs/BOX		20						
3	ADDING MACHINE PAPER ROLL (7mm X 70mm)		20						
4	CORRECTION TAPE ATLEAST 5mm X 8mm		200						
5	BOOKPAPER A4 (210MM X 297MM), (70GSM)		100						
6	BOOKPAPER F4 (216MM X 330MM) (70GSM)		100						
7	PERMANENT MARKER		60						
8	STAPLER WITH REMOVER (HEAVY DUTY GOOD DURABLE QUALITY)		10						
9	INK BT D60 BLACK (GENUINE)		5						
10	INK BT 6000BK (GENUINE)		5						
11	SIGN PEN .5 (BLUE) GOOD QUALITY 12 PCS/BOX		3						
12	SIGN PEN .5 (BLACK) GOOD QUALITY 12 PCS/BOX		3						

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 Price delivered DDP (col 4 x 8)
	PR# (BAC)							
1	Stapler w/remover, heavy Duty		4					
2	Fingertips Moistener Wax, 10g		10					
3	Permanent Broad Tip Marker (black)		5					
4	Sticky Notes 100pcs. /pad(assrtd. Colors) size: 3x3 & 2x2		20					
5	Binder Clip 2" 12pcs./box		20					
6	Binder Clip 1" 12pcs./box		20					
7	Binder Clip 3/4" 12pcs./box		20					
8	Tape, transparent, 24mm		15					
9	Tape masking, 24mm		5					
10	Double Sided, 48mm		5					
11	Highlighter, assorted Colors		10					
12	Large Messenger Backpack, Good Quality-preferably dark color		1					

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	Document Tray Metal 3layers, Heavy Duty		5					
14	Plastic Storage Box (light blue), 95L		3					
15	Calculator, compact, Electronic, 12digits, heavy duty		4					
16	Scissor, Stainless, 7inches, heavy duty		5					
17	Plastic Comb Ring Binder, size: 1-1/2"(38mm), black		10					
18	Board Certificate Paper White Cream, long 10pcs./pack 200gsm		5					
19	Sign Pen (0.5mm), 12pcs./pack 5pack-blue 5pack-black		10					
20	Sign Pen Refill (0.5mm) 12pcs./pack 5pack-blue 5pack-black		10					
21	Undated Planner Notebook (not spring notebook) -assorted w/design, at least 100leaves, good design & quality		5					
22	PVC Cover Clear, legal Size, 216mmx330mm, 200micron 100pcs./pack		1					
23	Stamp Pad Ink 950ml, Violet		2					

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
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24	Stamp Pad felt No. 3 Violet		10					
25	Tape Dispencer for 1" or 24mm, heavy duty		2					
26	Genuine ASUS Charger AC Adapter (for existing laptop of Ms. Norjanna M. Camaguin) Model: W15-065N1A		1					
27	Expanding Envelope, legal size, 100pcs./pack 2pack- Yellow 2pack Green		4					
28	Ordinary Brown Envelope, legal size		4					
29	Paper Multicopy, 70gsm, size legal -can be recycled/can be re used - preferably made 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		250					
30	Paper Multicopy, 70gsm, size A4 -can be recycled/can be re used - preferably made 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		50					
31	Computer Ink BT D60, Black 97.2ml for Brother Printer (genuine)		30					

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
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32	Computer Ink BT5000, Yellow, Magenta, Cyan (genuine) 5bot. yellow 5bot. magenta 5bot. cyan		15					
33	Computer Ink 003, 70ml black (genuine) for Epson L5190 & L3210 Printer ITEM NO. 35, 36 & 37 -SUPPLIER MUST BE SUBMIT THE CERTIFICATION FROM THE MANUFACTURING COMPANY OF "GENUINE" INK FOR EPSON PRINTER AND BROTHER PRINTER		10					
34	Customized Self Inking Stamp size: 2cmx5cm 1. ROSALINDA G. QUINTANA, MPA TWG Member 2. ENGR. JOSEPH R. GONZALES TWG Member 3. DR. DORIS EVELYN L. MEGRIÑO TWG Member 4. EnP. JENELYN C. CABEJAS, JD Head TWG 5. RAUL D. RAUT, EnP, JD (PGDH-PHRMO) 6. CANCELLED: DATE: BY:		6					
Charges: 1999-08 - Support to Financial Management and Procurement Program 5-02-03-010 - Office Supplies Purpose: For the use of BAC Office.								

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 _____

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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]

For Goods Offered from Abroad

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

1	2	3	4	5	6	7	8	9
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	PR# (PHO)							
1	Ballpen, 0.5mm black		38					
2	Certificate frame, 8.5 x 11", wooden		31					
3	PEN, 0.7mm retractable gel pen, black		135					
4	PAPER, MULTICOPY, Legal, 80 gsm, size:216mm x 330mm		69					
5	PAPER, MULTICOPY, A4, 80 gsm, size:210mm x 297mm		68					
6	RECORD BOOK, 200 pages		14					
7	VELLUM BOARD, A4 size, 200 gsm, 10's, color: BEIGE		23					
	Charges: LGDF - GENERAL FUND CY-2022 PROVINCIAL COVID-19 VACCINATION PROGRAM OFFICE SUPPLIES 5-02-03-010 Purpose: To be used in COVID-19 Vaccination Post & COVID-19 Vaccination Program							

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	
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	PR# (PSWDO)								
1.	Certificate holder, (8.5 x 11)		100						
2.	Parchment paper, A4 size, 10pcs./pack		50						
3.	Ballpen, 0.6, black		100						
4.	Stapler heavy duty, good quality		2						
5.	Masking Tape, 48mm ("2), width usable length of 50m		5						
6.	ID Card holder w/sling		100						
7.	Magazine holder, black (250mmX90mmX295mm)		5						
8.	Folder brown, legal size		85						
9.	Folder Expandable, long		100						
10.	Sign pen, black 0.7 mm, gel ink no.31		39						
11.	Laminating Film, legal size, 125 microns, 100 pcs./pack		1						
12.	Correction tape, (8mm) single pack		15						

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.	MARKING PEN , (broad) color black		10					
14.	USB, 32GB		2					
15.	Clear book, 20 sheets, long		2					
	Charges: (IGDF GEN FUND) PROGRAM FOR THE PROTECTION OF CHILDREN ACCOUNT CODE : 5-02-03-010 OFFICE SUPPLIES Purpose: FOR THE USE OF PROGRAM FOR THE PROTECTION OF CHILDREN							

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