



Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
Barangay Matti, Digos City, Davao del Sur

BIDS AND AWARDS COMMITTEE (BAC)

INVITATION TO QUOTE

Date: March 01, 2021

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

OFFICE	PR	DESCRIPTION	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PASSO	0269	Supply/Delivery of 3 units Digital Multi-Function Printer	P135,000.00	7 working days	PGSO Warehouse	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the **Office of the BAC Secretariat, Room 4, Executive Building, Capitol Matti, Digos City** from **8:00 a.m. - 12:00 noon, 1:00 p.m. - 5:00 p.m. Mondays to Fridays**.
3. Price Quotations must be delivered to the Office of the BAC Secretariat, Room 4, Executive Building, Capitol Matti, Digos City on or before **March 05, 2021 at 09:00 a.m.** using our prescribed Request for Quotation's form. Late bid shall not be accepted.
4. Request for Quotation's opening shall be **on March 05, 2021 at 10:00 a.m. Ralota Hall Davao del Sur Coliseum, Province of Davao del Sur**. Request for Quotations will be opened in the presence of the Bidders who choose to attend.
5. If applicable, Brand Name shall be indicated in the RFQ by the participating Supplier/s. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.
6. Bidder is required to offer (1) brand only. In case the bidder offered multiple brands, said bidder will be automatically disqualified.
7. 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.

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
Room 4, Executive Building, Capitol Matti, Digos City
Email: bac.davaodelsur2@gmail.com
Tel/Fax: (082) 553-9579
Mobile:
Globe 0905-229-0526
Smart 0908-332-2024

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

BY THE 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
 Mati, Digos City

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION
For Shopping & Small Value Procurement

03/01/2021

Date

(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, Mati, Digos City not later than **March 05, 2021 at 09:00 AM**. Late submission of quotation shall not be accepted.

Request for Quotation's opening shall be on **March 05, 2021 at 10:00 AM** Ralota Hall Davao del Sur Coliseum, Province of Davao del Sur. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you

PR. No.: 0269-AM-21

Dated: 02/22/2021

NORJANNA M. CAMAGUIN, MPA
 LTOO-IV/Head-BAC Secretariat

RAUL D. RAUT, ENP

PGDH-HRMO / BAC CHAIRPERSON

Item No	Unit	ITEM AND DESCRIPTION	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	Unit	Digital Multi-function printer Copy, Print, Scan & Fax Function Atleast copy and print speed of 40 copies per minute, A4 Atleast 600 dpi resolutions Original size and copy size is from A6 up to legal Standard memory capacity is 512 MB and upgradable 2 paper trays-universal paper cassette and multipurpose tray Compatible to standard operating system USER interface: Gigabit network & USB 2.0 connector x- CHARGES: LGDF CY 2019 = P 5,100.00 LGDF CY 2020 = P129,900.00 General Revision of Real Property Tax Assessment Office Equipment - Account Code: 1-07-05-020	3	135,000.00	45,000.00		
		***** For the use of PASSO NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		135,000.00			
PAGE 1							

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 quote you on the item/s at prices noted

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

CANVASSER:

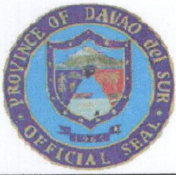
Valid ID

Name & Signature of canvasser

(Telephone, Cellphone No. Or E-mail 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 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.



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Barangay Matti, Digos City, Davao del Sur

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INVITATION TO QUOTE

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OFFICE	PR	DESCRIPTION	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PGO-SBAC	0278	Repair of Mitsubishi/2017 Pick-Up/Silver Metallic Plate # NS 5139 with Labor and Materials	P129,500.00	7 working days	PGSO Warehouse	Small Value Procurement

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7. 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.

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
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Room 4, Executive Building, Capitol Matti, Digos City
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BY THE AUTHORITY OF THE BAC CHAIRPERSON:

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Office of the BAC Secretariat

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PR. No.: 0278-AM-21

Dated: 03/01/2021

NORIANNA M. CAMAGUIN, MPA
 CTOO-IV/Head-BAC Secretariat

RAUL D. RAUT, ENP

PGDH-HRMO / BAC CHAIRPERSON

Item No	Unit	ITEM AND DESCRIPTION	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	J.O.	REPAIR OF MITSUBISHI/2017 PICK-UP/SILVER METALLIC PLATE# NS 5139 WITH LABOR AND MATERIALS MATERIALS: CLUTCH KIT ASSEMBLY -1 SET RELEASE BEARING - 1 PC. EVAPORATOR - 1 PC. BATTERY (13 PLATES) -1 UNIT BRAKE PAD - 1 SET ENGINE OIL - 7 LITERS OIL FILTER - 1 PC. FUEL FILTER - 1 PC LABOR: PULL DOWN TRANSMISSION REPLACE CLUTCH KIT AND RELEASE BEARING REPLACE EVAPORATOR CLEANING AIRCON SYSTEM REPLACE BRAKE PAD CHANGE OIL Charged to: SUPPORT TO FINANCIAL MANAGEMENT AND Procurement Project (SBAC) REPAIR AND MAINTENACE (5-02-13-060-01)	1	129,500.00	129,500.00		
		***** For the use of SBAC Office NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		129,500.00			
PAGE 1							

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After having carefully read and accepted your General Conditions at the back, I/We 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 E-mail Address)

GENERAL CONDITION

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