



**INVITATION TO QUOTE**

**Date: July 21, 2023**

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential 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
PTDPO	0989-AM-23-A	Supply/Delivery of Pool Brush & Extension Wheel Cable.  Please see attached RFQ.	₱ 23,400.00	10 Calendar Days	PGSO Warehouse	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

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

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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Small Value Procurement (Sec 53.9)  
 Recanvass Item/s (2<sup>ND</sup> Opening)

July 24, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **0989-AM-23-A**  
 Dated: **07/05/2023**

End User:  
**PTDPO**

**DESSAMIE BUAT-SANCHEZ, CPA, JD**  
 PGDH-PBO / 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
5	piece	Extension wheel cable reel 240v 50 meters	2	15,600.00	7,800.00		
7	piece	Pool Brush - swimming pool wall tile brush 18inc. - swimming pool cleaning with handle	2	7,800.00	3,900.00		
		Charges: <b>SUPPORT TO MT. APO AGRI-TOURISM PARK 1999-75</b> <b>OTHER PURPOSE C.Y. 2023</b> <b>OTHER SUPPLIES &amp; MATERIALS EXPENSE 5-02-03-990</b> Purpose/Remarks: For the use of Mt. Apo Agri-Tourism Park NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		23,400.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser       Walk-in Supplier  
 Downloaded through Philgeps       Sent through BAC Email  
 Downloaded through Davao del Sur Website

Valid ID

(Telephone, Cellphone No. and/or Email Address)

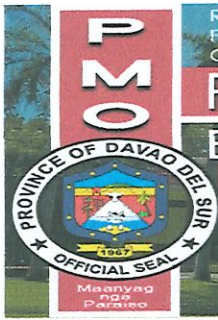


# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS





# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Website: [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)  
Email Add.: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com) (Goods)  
[sbacdavaodelsur@gmail.com](mailto:sbacdavaodelsur@gmail.com) (Infra)

*I Love Davao del Sur*

## INVITATION TO QUOTE

Date: July 26, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential 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
DSPH	1005-AM-23-A	Supply/Delivery of Phosphate Buffer Liquid.  Please see attached RFQ.	₱ 60,000.00	10 Calendar Days	PGSO Warehouse	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

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





INVITATION TO QUOTE

August 01, 2023

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

Item	PR	Description	ABC	Delivery Period	Place of Delivery	Method of Procurement
0288	100-AV-174	Supply/Delivery of Postpaid Bullet Paper	P 50,000.00	10 calendar days	Windows	Small Value Procurement

Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Bantog Building, Bantog, Mati, Digos City from 8:00 a.m. – 4:00 p.m., Monday to Friday.

This Quotation must be delivered to the following at 9:00am on August 01, 2023.

Address: Bantog Building (before August 01, 2023) Room 4, Procurement Management Office, Bantog Building, Digos City. Date of Opening: August 01, 2023 – Rolito Hall, Davao del Sur Cultural Province of Davao del Sur.

Request for Quotation's opening shall be on August 01, 2023 at 9:00 a.m. at Rolito Hall, Davao del Sur Cultural Province of Davao del Sur.

The prescribed Request for Quotation's form is attached. If no bid shall not be accepted.

If applicable, brand name shall be indicated in the R/Q by the participating supplier. In the absence of brand name, brand shall be sufficient ground for disqualification of the participating supplier/bidder.

Bidders allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.

The supplier shall notify the PCSO a day before the actual delivery.

The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a void bid, or award the contract at any time prior to contract award in accordance with Sections 20.6 and 21 of the 2012 Revised IRR of RA No. 9154, 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.davaodelsur@psa.gov.ph](mailto:bac.davaodelsur@psa.gov.ph)

MRS. NORLINA M. CANGALAN, MBA

BAC Chair, Administrative Officer

Head BAC Secretariat

Procurement Management Office

Room 4, Bantog Building, Bantog, Mati, Digos City

Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)

Email: [bac.davaodelsur@psa.gov.ph](mailto:bac.davaodelsur@psa.gov.ph)

Telephone No: (082) 211-8270

Mati, Davao del Sur

Phone No: (082) 211-8270, 0968-974-7112

Mobile No: 0945-151-0021, 0946-194-1281

DESSAIME BUAL-SANCHITZ, CPA, JD

Procurement Officer

BAC Chairperson





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Small Value Procurement (Sec 53.9)

Recanvass Item/s (2<sup>ND</sup> Opening)

July 26, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1005-AM-23-A**  
 Dated: **07/10/2023**

End User:  
**DSPH**

**DESSAMIE BUAT-SANCHEZ, CPA, JD**  
 PGDH-PBO / 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	bot	PHOSPHATE BUFFER LIQUID 100 ml/ bot	15	60,000.00	4,000.00		
		<b>Charges: GENERAL FUND 2023</b> <b>Medical, Dental, Laboratory Supplies Expense 5-02-03-080</b> Purpose/Remarks: For DSPH Laboratory use. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		60,000.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser       Walk-in Supplier  
 Downloaded through Philgeps       Sent through BAC Email  
 Downloaded through Davao del Sur Website

Valid ID

(Telephone, Cellphone No. and/or Email Address)



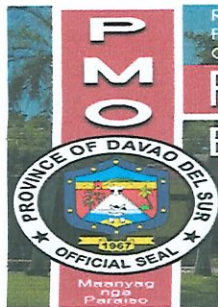
PROVINCE OF DAVAO DEL SUR  
Mati, Digos City

# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS





# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Telefax: (082) 553-9579  
Website: [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)  
Email Add.: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)/[sbacdavaodelsur@gmail.com](mailto:sbacdavaodelsur@gmail.com)

*I Love Davao del Sur*

## INVITATION TO QUOTE

Date: July 26, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement Shopping (Sec 52.1.b)**.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
VGO	1030-AM-23	Supply/Delivery of Monobloc Chair. Please see attached RFQ.	₱ 100,000.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on July 25, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

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





INVITATION TO QUOTE

Date: July 25, 2023

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all potential bidders to quote for the following goods under Alternative Methods of Procurement Shopping (see 5.1.1):

Office	FR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
V.O.	1030-741-23	Supply Delivery of Medicines/Chemicals Please see attached RFO.	P. 1000000.00	10 Calendar Days	Warehouse	Shopping (see 5.1.1)

Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Bantayan Building, Digos City from 8:00 a.m. to 4:00 p.m., Monday to Friday.

Price Quotations must be delivered to the following at 9:00am on July 25, 2023:

Advanced Shopping (before August 01, 2023) Room 4 Procurement Management Office, Capitol Building, Digos City. Date of Opening (August 01, 2023) - Ration Hall, Davao del Sur, Cotabato, Province of Davao del Sur.

Request for Quotation's opening shall be on August 01, 2023 at 9:00 a.m. at Ration Hall, Davao del Sur, Cotabato, Province of Davao del Sur.

If so presented Request for Quotation's form as attached, late bid shall not be accepted.

If applicable, Brand Name shall be indicated in the RFO by the participating supplier. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.

Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.

The supplier shall notify the PCSG a day before the actual delivery.

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 55.6 and 41 of the 2019 Revised IRR of RA No. 9164, 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MRS. NORIYANA M. CAMAGUIN, MBA  
BAC Chairperson  
Head BAC Secretary

Procurement Management Office  
Room 4, Executive Building, Bantayan Building, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone No. (083) 252-2370

Mobile No. 0935-229-0326; 0966-974-7143  
Fax No. 0908-332-5024; 0946-194-5281

BAC Chairperson  
Procurement Management Office  
Davao del Sur, Cotabato, Province of Davao del Sur





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Shopping (Sec 52.1.b)  
 Recanvass Item/s (2<sup>ND</sup> Opening)

July 26, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) - Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1030-AM-23**  
 Dated: **07/17/2023**

End User:  
**VGO**

**DESSAMIE BUAT-SANCHEZ, CPA, JD**  
 PGDH-PBO / 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	pc	MONOBLOC CHAIR, GOOD QUALITY, CARRYING CAPACITY ATLEAST 170KG. COLOR: RED WITH BACKREST, WITHOUT ARMREST IN COMPLIANT TO THE PHILIPPINE STANDARD.  GREEN SPECIFICATIONS: - PREFERABLY PRODUCTS MADE OF PLASTIC MATERIALS WHICH DO NOT CONTAIN TOXIC CHEMICALS SUCH AS, BUT NOT LIMITED TO, LEAD, CHROMIUM, CADMIUM, MERCURY, PHTHALATES, AND HALOGENATED ORGANIC SUBSTANCE. - THE CHAIRS SHALL BE MARKED FOR RECYCLING ACCORDING TO ANY ISO CERTIFICATIONS OR PHILIPPINE STANDARDS OR EQUIVALENT LAWS, RULES AND REGULATIONS	200	100,000.00	500.00		
		Charges: <b>5-02-03-990 OTHER SUPPLIES (OFFICE OF THE VICE GOVERNOR 1016)</b> Purpose/Remarks: For the use of the Office of the Vice Governor during conduct of meeting. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		100,000.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Walk-in Supplier
- Downloaded through Philgeps
- Sent through BAC Email
- Downloaded through Davao del Sur Website

Valid ID

(Telephone, Cellphone No. and/or Email Address)



# GENERAL CONDITION

1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



**INVITATION TO QUOTE**

Date: July 24, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement Shopping (Sec 52.1.b)**.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PLO	1046-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 13,135.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)
PGO-Local Chief Executive	1047-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 47,280.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)
OPAG	1054-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 46,951.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
 PMO-Chief Administrative Officer  
 Head BAC Secretariat  
 Procurement Management Office  
 Room 4, Executive Building, Barangay Matti, Digos City  
 Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
 Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
 Telephone No.: (082) 553-9579  
 Mobile Nos.:  
 Globe 0905-229-0526; 0966-974-7142  
 Smart 0908-332-2024; 0946-194-2281

  
**DESSAMIE BUAT-SANCHEZ, CPA, J.D**  
 (Provincial Budget Officer)  
 BAC Chairperson
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# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

## INVITATION TO QUOTE

Date: Feb 24, 2023

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all potential bidders to quote for the following goods under Alternative Methods of Procurement (Section 22.1 b).

Item No.	Item Description	Quantity	Unit	Estimated Price	Delivery Period	Place of Delivery	Mode of Procurement
001	Supply/Delivery of Office Supplies	100	Box	P 13,130.00	10 Calendar Days	Waltres	Shipping (P2)
002	Supply/Delivery of Office Supplies	100	Box	P 43,290.00	10 Calendar Days	Waltres	Shipping (P2)
003	Supply/Delivery of Office Supplies	100	Box	P 46,281.00	10 Calendar Days	Waltres	Shipping (P2)

- Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Maiti, Digos City from 8:00 a.m. - 4:00 p.m., Monday to Friday.
- Bids/Questions must be delivered to the following address on August 01, 2023:  
Address: Procurement Management Office, Room 4, Executive Building, Barangay Maiti, Digos City.  
Date of Opening (August 01, 2023) - Kaloria Hall, Davao del Sur Convention, Province of Davao del Sur.
- Request for Quotation's opening shall be on August 01, 2023 at 9:00 a.m. at Kaloria Hall, Davao del Sur Convention, Province of Davao del Sur.
- The enclosed Request for Quotation's form as attached 1 and 2 shall not be accepted.
- If multiple brand name shall be indicated in the BQ by the participating supplier in the absence of brand name, offer shall be sufficient ground for disqualification of the participating supplier/bidder.
- Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.
- The supplier shall notify the PGO 7 days before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a failure of bidding, or award the contract at any time prior to contract award in accordance with Sections 22.8 and 41 of the 2012 Revised RA 9184 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MR. KORTANNA M. CANAGUIA, MBA  
Procurement Management Office  
Room 4, Executive Building, Barangay Maiti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone No.: (082) 253-2579  
Mobile No.:  
Globe 0903-220-0238; 0906-974-7142  
Smart 0908-223-2024; 0946-194-2281

DESSAHE BUAT-RACHEN, CPA, JD  
Procurement Management Office  
BAC Chairperson





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Shopping (Sec 52.1.b)

July 24, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1046-AM-23**

End User:

**DESSAMIE BUAT-SANCHEZ, CPA, JD**

Dated: **07/20/2023**

**PLO**

PGDH-PBO / 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	pack	Wet Wipes (80 sheets)	25	4,000.00	160.00		
2	Btl.	Rubbing Alcohol (500ml) 70%	23	3,335.00	145.00		
3	pcs	Furniture Cleaning Spray/250ml	20	5,800.00	290.00		
		Charges: <b>PGO - PLO 1131 - Other Supplies Exp. (5-02-03-990)</b> Purpose/Remarks: For the use of PGO - PLO NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>13,135.00</b>			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email

Valid ID

(Telephone, Cellphone No. and/or Email Address)



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS





# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Telefax: (082) 553-9579  
Website: [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)  
Email Add.: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)/[sbacdavaodelsur@gmail.com](mailto:sbacdavaodelsur@gmail.com)

*I Davao Davao del Sur*

## INVITATION TO QUOTE

Date: July 24, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement Shopping (Sec 52.1.b)**.


Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PLO	1046-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 13,135.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)
PGO-Local Chief Executive	1047-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 47,280.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)
OPAG	1054-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 46,951.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. The Supplier shall notify the PGSO a day before the actual delivery.
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

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





# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

## INVITATION TO QUOTE

Date: Feb 24, 2023

1. The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all potential bidders to quote for the following goods under Alternative Methods of Procurement (AMP) (see BAC 2023-01).

Order	PR	Description	Unit Price	Delivery Period	Place of Delivery	Mode of Payment
100-Local	1004-AM-23	Supply Delivery of Office Supplies Please see attached RFP	P 47,298.00	10 Calendar Days	Waltres	Shipping Fee
100-Local	1004-AM-23	Supply Delivery of Office Supplies Please see attached RFP	P 46,281.00	10 Calendar Days	Waltres	Shipping Fee
100-Local	1004-AM-23	Supply Delivery of Office Supplies Please see attached RFP	P 47,298.00	10 Calendar Days	Waltres	Shipping Fee

- Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Main, Digos City from 8:00 a.m. - 4:00 p.m., Monday to Friday.
- Price Quotation must be delivered to the following at 9:00am on August 01, 2023:  
Address: Procurement Management Office, Capitol Building, Main, Digos City  
Date of Opening (August 01, 2023) - National Hall, Davao del Sur, Province of Davao del Sur
- Request for Quotation's opening shall be on August 01, 2023 at 9:00 a.m. at National Hall, Davao del Sur, Province of Davao del Sur.
- The prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
- If multiple brand name shall be indicated in the RFP by the participating supplier in the absence of brand name, offer shall be sufficient ground for disqualification of the participating supplier/bidder.
- Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.
- The supplier shall notify the PGO 3 days before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids declare a failure to bidding or not award the contract at any time prior to contract award in accordance with Sections 35.4 and 41 of the 2012 Revised RA of RA No. 9184 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MR. NOR ELYVA M. CANTAGUTIN, MPA  
BAC Chairperson  
Procurement Management Office  
Room 4, Executive Building, Barangay Main, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone No. (082) 323-0279  
Mobile No. 974-7142  
Office 082-329-0236; 0826-974-7142  
Fax 082-323-2024; 0826-194-2281

DESSAITE BUAT-ANACHEX CPA, J.D.  
Procurement Officer  
BAC Chairperson





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Shopping (Sec 52.1.b)

July 24, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1047-AM-23**

End User:

**DESSAMIE BUAT-SANCHEZ, CPA, JD**

Dated: **07/20/2023**

**PGO - Local Chief Executive**

PGDH-PBO / 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	Bot	Air Freshener aerosol 300 ml	15	5,250.00	350.00		
2	Bot	Alcohol ethyl 70% with moisturizer, 500 ml	20	2,800.00	140.00		
3	bot	Bleaching Liquid, 1 liter	15	2,250.00	150.00		
4	pcs	Dishwashing paste at least 400 g	10	1,000.00	100.00		
5	bot	Disinfectant Spray aerosol type at least 510g	20	13,200.00	660.00		
6	pouch	Detergent powder 1 kg per plastic pouch	12	2,520.00	210.00		
7	box	facial Tissue 2 ply unscented , 100 sheets white	8	1,520.00	190.00		
8	bot	fabric Conditioner at least 900 ml/ bot	8	2,160.00	270.00		
9	bot	Furniture Cleaner aerosol type 300 ml min per can	2	940.00	470.00		
10	bot	Insecticide aerosol type net content 600 ml	10	4,700.00	470.00		
11	bot	Liquid Handsoap 225 ml , Pump	10	2,000.00	200.00		
12	pcs	Mop Handle, good quality	2	1,340.00	670.00		
13	pack	Toilet Tissue paper 2 ply sheets 150 pulls , 12 roll in a pack	12	2,280.00	190.00		
14	roll	Trashbag, GRP specs Black 10 pcs per roll / pack XXL, Thick	18	3,420.00	190.00		
15	pouch	Wet wipes 80 sheets unscented dermatologically tested	10	1,900.00	190.00		
		<b>Charges: PGo - Executive - 1011</b> <b>5-02-03-990- Other Supply</b> Purpose/Remarks: For The use of PGO Executive NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>47,280.00</b>			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email

Valid ID

(Telephone, Cellphone No. and/or Email Address)



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
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8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
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15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
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**INVITATION TO QUOTE**

**Date: July 24, 2023**

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement Shopping (Sec 52.1.b)**.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PLO	1046-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 13,135.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)
PGO-Local Chief Executive	1047-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 47,280.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)
OPAG	1054-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 46,951.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. The Supplier shall notify the PGSO a day before the actual delivery.
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
 PMO-Chief Administrative Officer  
 Head BAC Secretariat  
 Procurement Management Office  
 Room 4, Executive Building, Barangay Matti, Digos City  
 Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
 Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
 Telephone No.: (082) 553-9579  
 Mobile Nos.:  
 Globe 0905-229-0526; 0966-974-7142  
 Smart 0908-332-2024; 0946-194-2281

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





# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

## INVITATION TO QUOTE

Date: July 24, 2023

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all potential bidders to quote for the following goods under Alternative Methods of Procurement (AMP) (see 2.1.1):

Order	PII	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
001	1024-AM-23	Supply/Delivery of Other Supplies <i>Please see attached RFP</i>	P 13,125.00	10 Calendar Days	Workshop	Shopping (2.1.1.1)
002	1024-AM-23	Supply/Delivery of Other Supplies <i>Please see attached RFP</i>	P 42,200.00	10 Calendar Days	Workshop	Shopping (2.1.1.1)
003	1024-AM-23	Supply/Delivery of Other Supplies <i>Please see attached RFP</i>	P 46,281.00	10 Calendar Days	Workshop	Shopping (2.1.1.1)

- Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building Barangay Main, Digos City from **8:00 a.m. - 4:00 p.m., Monday to Friday**.
- Price Quotation must be delivered to the following on **August 01, 2023**:  
Address: Dropping (before August 01, 2023) Room 4 Procurement Management Office, Capital Building Main, Digos City  
Date of Opening (August 01, 2023) - Ralota Hall, Davao del Sur Convention Province of Davao del Sur
- Request for Quotation's opening shall be on **August 01, 2023 at 9:00 a.m.** at Ralota Hall Davao del Sur Convention Province of Davao del Sur.
- The proposal Request for Quotation's form as attached. If the bid shall not be accepted.
- If technical, Brand Name shall be indicated in the RFP by the participating supplier. In the absence of brand name, offer shall be sufficient ground for disqualification of the participating supplier/bidder.
- Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.
- The supplier shall notify the PGO a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a failure in bidding or not award the contract at any time prior to contract award in accordance with Sections 23.6 and 41 of the 2019 Revised RA of RA No. 9184 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MR. NORIYAMA M. CAMAGUIN, MBA  
Chief Administrative Officer  
Head BAC Procurement  
Procurement Management Office  
Room 4, Executive Building, Barangay Main, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone No.: (082) 223-9279  
Mobile No.:  
Office: 092-229-0256; 0926-974-7142  
Smart: 0906-332-2024; 0946-194-2281

DESSAMIE BUAT-RANCHEZ, CPA, J.D.  
Provincial Bids and Awards Committee  
BAC Chairperson





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Shopping (Sec 52.1.b)

July 24, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1054-AM-23**

End User:

**DESSAMIE BUAT-SANCHEZ, CPA, JD**

Dated: **07/20/2023**

**OPAG**

PGDH-PBO / 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
<b>8713 - Nursery</b>							
1	bot	Glass Cleaner with Spray & Refill atleast 500ml per bot	4	1,000.00	250.00		
2	piece	Native soft broom	4	600.00	150.00		
3	piece	Mop head (double cotton)	1	390.00	390.00		
4	piece	Mop handle (plastic)	2	840.00	420.00		
5	piece	Glass cleaner cloth	3	360.00	120.00		
6	piece	Window glass wiper cleaner	3	1,425.00	475.00		
7	pack	Detergent Powder twin at least 70 grams per pack	30	1,350.00	45.00		
8	bottle	Isoprophyl alcohol 70% at least 500 ml per bot	8	1,044.00	130.50		
9	gallon	Liquid Bleach at least 4 liters per gallon	3	750.00	250.00		
10	piece	Round air deodorizer cake (orange) at least 100 grams	5	500.00	100.00		
11	piece	Rug 3 inch x 5 inch	11	605.00	55.00		
12	piece	Trash bin with swing cover, at least 28 Liters capacity (small)	1	450.00	450.00		
13	roll	Biodegradable garbage bag at least 10 pieces per roll (large)	14	1,680.00	120.00		
<b>8912-03 - Davao del Sur Agri-Aqua Eco Park</b>							
14	gallon	Isoprophyl alcohol 70% at least 4 liters per gallon	3	1,722.00	574.00		
15	piece	Dishwashing paste at least 400 grams per pack	10	800.00	80.00		
16	pack	Detergent powder at least 1 kg per pack	16	2,400.00	150.00		
17	pack	Toilet paper 2 ply at least 12 pieces per pack	3	540.00	180.00		
18	gallon	Liquid bleach at least 4 liters per gallon	3	750.00	250.00		
19	bottle	Bathroom air freshener at least 320 ml	4	1,400.00	350.00		
20	bottle	Toilet bowl cleaner, easy squeeze bottle, at least 500 ml	5	1,450.00	290.00		
21	box	Surgical facemask 3-ply at least 50 pieces per pack	10	900.00	90.00		
<b>8911-1Z - Other Agricultural Development Program</b>							
22	bottle	Isoprophyl alcohol 70% with moisturizer at least 1000 ml	22	5,500.00	250.00		
23	bottle	Multipurpose Bleach, Sodium Hypochlorite, 6 in 1 total clean at least 1 liter	9	1,800.00	200.00		
24	pack	Detergent powder at least 1 kg per pack	24	3,600.00	150.00		
25	piece	Sponge (Dishwashing)	7	350.00	50.00		
26	piece	Floor mop (Mop-head cotton double and Mop handle)	1	740.00	740.00		
27	piece	Mop head (double cotton)	1	390.00	390.00		
28	roll	Disposable black garbage bag 25 pieces per roll (small)	2	380.00	190.00		
29	piece	Native soft broom	13	1,950.00	150.00		
30	piece	Empty sacks at least 50 kg	7	455.00	65.00		
31	piece	Trash bin with swing cover, at least 28 Liters capacity (small)	6	2,700.00	450.00		
32	bot	Dishwashing Liquid at least 1 liter	10	2,500.00	250.00		
33	piece	Dishwashing paste at least 400 grams per pack	3	240.00	80.00		

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

**Name & Signature of Canvasser**

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser  Walk-in Supplier  
 Downloaded through Philgeps  Sent through BAC Email  
 Downloaded through Davao del Sur Website

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

Valid ID

(Telephone, Cellphone No. and/or Email Address)



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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.
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  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS

CANVASSER:

Name & Signature of Canvasser

HOW TO FILL OUT THE PROPOSAL/QUOTE FORMS

Fill out the form  
 Attach original brochures  
 Attach valid ID  
 Attach telephone/cellphone no. and/or email address

Date: \_\_\_\_\_

Signature: \_\_\_\_\_





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Shopping (Sec 52.1.b)

July 24, 2023

(Company Name & Address)

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PR. NO.: 1054-AM-23

End User:

**DESSAMIE BUAT-SANCHEZ, CPA, JD**

Dated: 07/20/2023

**OPAG**

PGDH-PBO / 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	BrandName
34	bottle	Bleach fabcon 500 ml per bottle	4	600.00	150.00		
35	bottle	Muriatic acid at least 250 ml per bottle	4	480.00	120.00		
36	piece	Round air deodorizer cake (sampaguita) at least 100 grams	13	1,300.00	100.00		
37	piece	Feather duster	1	195.00	195.00		
38	pack	Disinfectant Powder (Chlorine) at least 1 kg per pack	1	180.00	180.00		
39	bottle	Multi insect killer, Water based at least 500 ml per bottle	1	490.00	490.00		
40	piece	Waste basket at least 5 liters capacity	2	360.00	180.00		
41	piece	Mop handle (plastic)	2	840.00	420.00		
42	piece	Rug 3 inch x 5 inch	3	165.00	55.00		
43	piece	Microfiber Hand Towel 18 inch x 30 inch	2	180.00	90.00		
44	set	Raincoat (Heavy duty) Large Black Durable Waterproof	1	600.00	600.00		
		Note: ITEM No. 1 - 13 charged to 8713 - Nursery (10,994.00) ITEM No. 14 - 21 Charged to 8912-03 - Davao del Sur Agri-Aqua Eco Park (9,962.00) ITEM No. 22 - 44 Charged to 8911-1Z - Other Agricultural Development Program (25,995.00)					
		Charges: 8713 - Nursery 8912-03 - Davao del Sur Agri-Aqua Eco Park 8911-1Z - Other Agricultural Development Program Account Code: 5-02-03-990 Account Name: Other Supplies Purpose/Remarks: For the use in OPAG. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		46,951.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

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 Downloaded through Philgeps  Sent through BAC Email  
 Downloaded through Davao del Sur Website

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

Valid ID

(Telephone, Cellphone No. and/or Email Address)



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  - a. COMPANY NAME
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  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



**INVITATION TO QUOTE**

Date: July 24, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement Shopping (Sec 52.1.b)**.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PGO-Administrative Services	1059-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 60,430.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
 PMO-Chief Administrative Officer  
 Head BAC Secretariat  
 Procurement Management Office  
 Room 4, Executive Building, Barangay Matti, Digos City  
 Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
 Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
 Telephone No.: (082) 553-9579  
 Mobile Nos.:  
 Globe 0905-229-0526; 0966-974-7142  
 Smart 0908-332-2024; 0946-194-2281

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





INVITATION TO QUOTE

Date: July 24, 2023

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all qualified bidders to quote for the following goods under Alternative Methods of Procurement Shopping (see 32.1.1):

Item No.	Description	Unit	Quantity	Estimated Price	Remarks
1	Supply Delivery of Office Supplies	Lot	1	₱ 60,000.00	Placeholder attached BPO

Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Bantayan Street, Digos City from 8:00 a.m. to 5:00 p.m., Monday to Friday.

Bids shall be delivered to the following address on August 01, 2023:

Address: Procurement Management Office, Executive Building, Bantayan Street, Digos City. Date of Opening (August 01, 2023) - Room 4, Executive Building, Bantayan Street, Digos City.

Registration for bidders shall be on August 01, 2023 at 9:00 a.m. at Bantayan Street, Digos City.

The Bidding Form and Request for Quote (RFQ) form is attached. Late bids shall not be accepted.

If the bidder's name shall be indicated in the RFQ by the participating supplier, in the absence of Bids, the bidder shall be authorized to participate in the participating supplier's bid.

Bidder is allowed to offer a maximum of two (2) bids only. Bid replacement shall not be allowed.

The bidder shall notify the BAC a day before the actual delivery.

The Provincial Government of Davao del Sur reserves the right to reject any and all bids deemed to be irregular. The bidder shall be held liable for the cost of the bid and the BAC shall be held liable for the cost of the bid without incurring any liability to the affected bidder or bidders.

For other information please refer to:

The BAC Chairperson  
Provincial Government of Davao del Sur  
Email: [bac@pdc.davaodelsur.gov.ph](mailto:bac@pdc.davaodelsur.gov.ph)

MS. YORLANNA M. CANTAGIN, MBA  
BAC Chairperson

Procurement Management Office  
Room 4, Executive Building, Bantayan Street, Digos City  
Website: [www.pdc.davaodelsur.gov.ph](http://www.pdc.davaodelsur.gov.ph)  
Email: [bac@pdc.davaodelsur.gov.ph](mailto:bac@pdc.davaodelsur.gov.ph)  
Telephone No: (082) 232-2379

Mobile No: 0968-974-7143  
0968-974-7143  
0968-124-2281

Signature of BAC Chairperson  
BESSAMIE BEAT-RIVERA, CPA, LBS  
BAC Chairperson





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Shopping (Sec 52.1.b)

July 24, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1059-AM-23**

End User:

**DESSAMIE BUAT-SANCHEZ, CPA, JD**

Dated: **07/21/2023**

**PGO - Administrative Services**

PGDH-PBO / 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	bottle	Air freshener, aerosol 300ml	20	7,400.00	370.00		
2	bottle	Alcohol, ethyl 70% with moisturizer, 500ml	35	4,725.00	135.00		
3	bottle	Bleaching liquid 1 liter	4	1,040.00	260.00		
4	pc.	Broom tambo	4	640.00	160.00		
5	pc	Dishwashing paste at least 400g	15	1,500.00	100.00		
6	bottle	Disinfectant spray, aerosol type at least 510g	25	17,000.00	680.00		
7	pc.	Detergent powder, all purpose 500grams per plastic pouch	30	3,900.00	130.00		
8	pc.	Dust pan	2	320.00	160.00		
9	bottle	Furniture cleaner aerosol type 300ml min per can	10	5,800.00	580.00		
10	bottle	Insecticide aerosol type net content 600ml	10	5,800.00	580.00		
11	pc.	Liquid hand soap 225ml, pump	5	1,000.00	200.00		
12	pc.	Toilet deodorant cake 100g	5	600.00	120.00		
13	pack	Toilet tissue paper 2 ply sheets, 150 pulls, 12 rolls in a pack	15	3,000.00	200.00		
14	roll	Trash bag, black, 10 pcs. per roll/pack, XXL, thick	5	1,000.00	200.00		
15	pack	Wet wipes 80 sheets unscented dermatologically tested	20	4,000.00	200.00		
16	bottle	Toilet bowl cleaner, 500ml	8	2,080.00	260.00		
17	sachet	Fabric conditioner, sachet	25	625.00	25.00		
		Charges: <b>PGO-Admin. 1031</b> <b>Other Supplies and Materials Expenses 5-02-03-990</b> Purpose/Remarks: For the use of PGO-Admin. Services Division. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>60,430.00</b>			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.  
 ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email

Valid ID

(Telephone, Cellphone No. and/or Email Address)



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

# GENERAL CONDITION

CANVASS REQUEST FOR QUOTATION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR 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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS

CANVASSER:

NAME & SIGNATURE OF CANVASSER

HOW DID YOU SECURE THE PROCVASS FORM - KINDLY CHECK THE

- Through Canvasser
- Through Internet
- Through Email
- Through Other



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Website: [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)  
Email Add.: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com) (Goods)  
[sbacdavaodelsur@gmail.com](mailto:sbacdavaodelsur@gmail.com) (Infra)

## INVITATION TO QUOTE

Date: July 25, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential 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
PGO-OSP	1062-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 90,000.00	Per Schedule of Activity	Place of Activity	Small Value Procurement
PCO	1063-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 11,400.00	August 10, 2023	Place of Activity	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

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









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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Small Value Procurement (Sec 53.9)

July 25, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1062-AM-23**

End User:

Dated: **07/25/2023**

PGO-PHDMO

**DESSAMIE BURT-SANCHEZ, CPA, JD**

PGDH-PBO / 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	heads	<p><b>CATERING SERVICES</b></p> <p><b>AUGUST 04,2023</b></p> <p>1 meal &amp; 2 snacks "BUFFET" to be served at Almendras Hall, Douglas Ra. Cagas Coliseum, Mati, Digos City (OSP-RSDP) meeting</p> <p>Note: 50 Heads x 1 serving = 50x450= 22,500.00            Note: Supplier must provide plates and other utensils, with free flowing coffee and water dispenser</p> <p><b>MENU</b>            Lunch- Rice, Corn Soup, garlic chicken, pork sweet and sour Fruits (slice in season), bottle mineral water, softdrinks            200ml in bottled            AM Snacks - Chicken Clubhouse Sandwich, Pineapple juice in bottled            PM Snacks- Cheese Burger with Ice Tea in bottle</p> <p><b>AUGUST 11,2023</b></p> <p>Note: 50 Heads x 1 serving = 50x450= 22,500.00            Note: Supplier must provide plates and other utensils, with free flowing coffee and water dispenser</p> <p><b>MENU</b>            Lunch- Rice, Corn Soup, Fish fillet, garlic chicken, Fruits (slice in season), bottle mineral water, softdrinks 200ml in bottled            AM Snacks - Chicken Clubhouse Sandwich, Pineapple juice in a bottled with coffee 3in1            PM Snacks- Cheese Pimiento Sandwich with Ice Tea in a bottled</p> <p><b>AUGUST 18 ,2023</b></p> <p>Note: 50 Heads x 1 serving = 50x450= 22,500.00            Note: Supplier must provide plates and other utensils, with free flowing coffee and water dispenser</p>	200	90,000.00	450.00		

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

**Name & Signature of Canvasser**

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email

Valid ID

(Telephone, Cellphone No. and/or Email Address)



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

# GENERAL CONDITION

CANVASS REQUEST FOR QUOTATION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: PER SCHEDULE OF ACTIVITY
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS





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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Small Value Procurement (Sec 53.9)

July 25, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1062-AM-23**

End User:

**DESSAMIE BUAT-SANCHEZ, CPA, JD**

Dated: **07/25/2023**

PGO-PHDMO

PGDH-PBO / 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	BrandName
		<p><b>MENU</b>            Lunch- Rice, Chicken Curry, Fish Kinilaw, Pork Humba, Fruits (slice in season), bottle mineral water, softdrinks 200ml in bottle            AM Snacks - Egg Sandwich, Pineapple juice in a bottled            PM Snacks- Puto Cheese with Orange Juice in a bottled</p> <p><b>AUGUST 25 ,2023</b></p> <p>Note: 50 Heads x 1 serving = 50x450= 22,500.00            Note: Supplier must provide plates and other utensils, with free flowing coffee and water dispenser</p> <p><b>MENU</b>            Lunch- Rice, Corn Soup,, Chicken Cordon Blu, Sweet and Sour Fish Fillet Fruits (slice in season), bottle mineral water, softdrinks 200ml in bottle            AM Snacks - Egg Sandwich, Pineapple juice in a bottled            PM Snacks- Puto Cheese with Orange Juice in a bottled</p>					
		<p><b>Charges: Account Code: 5-02-99-030 Responsibility Center: 6511 Charges PHDMO Gen. Fund Cy 2023 Purpose/Remarks: to be used in PHDMO meetings NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.</b></p>		90,000.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

**Name & Signature of Canvasser**

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email

Valid ID

(Telephone, Cellphone No. and/or Email Address)



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: PER SCHEDULE OF ACTIVITY
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
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. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
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8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
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10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Website: [www.davaodelsur.gov.ph/pgo-bac](http://www.davaodelsur.gov.ph/pgo-bac)  
Email Add.: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com) (Goods)  
[sbacdavaodelsur@gmail.com](mailto:sbacdavaodelsur@gmail.com) (Infra)

## INVITATION TO QUOTE

Date: July 25, 2023

1. The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential 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
PGO-OSP	1062-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 90,000.00	Per Schedule of Activity	Place of Activity	Small Value Procurement
PCO	1063-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 11,400.00	August 10, 2023	Place of Activity	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 01, 2023**:  
**Advance Dropping (before August 01, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 01, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 01, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. 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.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
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.

For further information, please refer to:

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

**MS. NORJANNA M. CAMAGUIN, MPA**  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Matti, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

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









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

**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**

Small Value Procurement (Sec 53.9)

July 25, 2023

(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 the following not later than **August 01, 2023 @ 9:00 AM:**

Advance Dropping (before **August 01, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 01, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

Late submission of quotation shall not be accepted. Request for Quotations will be opened in the presence of the Bidders who choose to attend. Thank you.

PR. NO.: **1063-AM-23**

End User:

**DESSAMIE BUAT SANCHEZ, CPA, JD**

Dated: **07/25/2023**

**PCO**

PGDH-PBO / 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	pax	<p>Catering Services for the Provincial Cooperative Development Council (PCDC) Meeting on August 10, 2023 at Almendras Hall, Gov. Douglas Ra. Cagas Sports, Cultural &amp; Business Center Complex.</p> <p>AM Snack: Torta and Calamansi Juice in a Bottle (350 ml) and water            Lunch (Menu): Rice, Fried Chicken, Ginisang Monggo, Grilled Tuna and Softdrinks (290ml) , water and fresh fruit            PM Snack: Buko Pie and Calamansi Juice in a Bottle (350 ml) and water.</p> <p>Note: "free overflowing Arabica Coffee"</p> <p><b>GREEN PROCUREMENT</b></p> <ul style="list-style-type: none"> <li>-use of waxed carton instead of Styrofoam (packed meals)</li> <li>- use of stainless steel, wooden/bamboo spoon and fork instead of plastic spoon/fork</li> <li>- use of glass, disposable paper cup instead of disposable plastic cup</li> <li>- use of stainless teaspoon, wooden popsicles sticks instead of plastic stirrer</li> <li>- use of glass/personal tumble instead of single-use plastic bottled water</li> <li>- use of glass bottled soft drinks instead of single-use plastic soft drinks bottle</li> <li>- use of paper straw instead of plastic straw</li> <li>- reduce usage of disposable containers for food, drink &amp; condiments</li> </ul>	30	11,400.00	380.00		
		<p><b>Charges: Cooperative Program(8919-01)/Account Code: 5-02-99-030</b></p> <p>Purpose/Remarks: For the use During the Provincial Cooperative Development Council (PCDC) Meeting on August 10, 2023.</p> <p>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.</p>		11,400.00			

Note: In case of tie quotation between suppliers, the BAC is hereby authorized to do the toss coins/draw lots.

ITR/BTR and Omnibus sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

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

**CANVASSER:**

Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

Name & Signature of Canvasser

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

HOW DID YOU SECURE THE RFQ/CANVASS FORM? KINDLY CHECK THE APPROPRIATE BOX:

- Through a Canvasser
- Downloaded through Philgeps
- Downloaded through Davao del Sur Website
- Walk-in Supplier
- Sent through BAC Email

Valid ID

(Telephone, Cellphone No. and/or Email Address)



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: AUGUST 10, 2023
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
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.
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