

**INVITATION TO QUOTE**

**Date: August 03, 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
DILG	1113-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 94,600.00	Per Schedule of Activity	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 10, 2023**:  
**Advance Dropping (before August 10, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 10, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 10, 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: August 03, 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):

Office	PK	Description	ABC	Delivery Period	Place of Delivery	Standard
DLI	1713-AM-23	Supply/Supply of Cooking Services Planes are attached BPO	P 94,000.00	1 month of Active	Davao del Sur	Government

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

1. First Questions must be delivered to the following at 2:00pm on August 10, 2023:

Attn: Mr. Wilson M. Camagui (Room 4 Procurement Management Office, Executive Building, Bantayan Street, Digos City) - [Wilson.M.Camagui@pgo.gov.ph](mailto:Wilson.M.Camagui@pgo.gov.ph) - [+639062290524](tel:+639062290524) - [+639062290524](tel:+639062290524) (Davao del Sur) - [Wilson.M.Camagui@pgo.gov.ph](mailto:Wilson.M.Camagui@pgo.gov.ph) - [+639062290524](tel:+639062290524) (Davao del Sur)

2. Request for Quotation's opening shall be on August 10, 2023 at 9:00 a.m. at Bantayan Street, Digos City, Provincial Government of Davao del Sur.

3. The specified Request for Quotation's form as attached hereto shall not be amended.

4. If applicant's brand name shall be indicated in the RfQ by the participating bidders, in the absence of brand name stated shall be sufficient ground for disqualification of the participating bidder.

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

6. The Supplier shall notify the PGO a day before the actual delivery.

7. The Provincial Government of Davao del Sur reserves the right to reject any and all bids, to open a bid, to award the contract at any time prior to contract award in accordance with Section 33.2 and 33.4 of the 2012 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  
[Wilson.M.Camagui@pgo.gov.ph](mailto:Wilson.M.Camagui@pgo.gov.ph)

MR. WILSON M. CAMAGUI, BSA  
BAC Chair Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4 Executive Building, Bantayan Street, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [Wilson.M.Camagui@pgo.gov.ph](mailto:Wilson.M.Camagui@pgo.gov.ph)  
Telephone No: (082) 523-0529  
Mobile No: (0906) 229-0524; (0966) 974-7143

Smart 0906-333-2024; 0948-194-2381

DENSAMIT R. AT SANGRILL, CPA, J.D.  
(Procurement & Legal 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)

August 3, 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 10, 2023 @ 9:00 AM:**

Advance Dropping (before **August 10, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 10, 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.: 1113-AM-23

End User:

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

Dated: 08/02/2023

DILG

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	CATERING SERVICES DURING THE CONDUCT OF UGNAYAN NG SEKTOR AT PAMAHALAAN (Sustain the Gains of Insurgency-Free Davao del Sur)	100	43,000.00	430.00		
		One (1) Meal and Two (2) Snacks (BUFFET) Venue: UM Digos College Campus Date: August 18, 2023 Menu: AM Snacks: Hamburger with 195ml softdrinks Lunch: Plain rice, beef steak, sotanghon soup, Garlic chicken, fresh fruits, 500ml bottled water, 195ml softdrinks PM Snacks: Ensaymada with 230ml bottled juice - In addition: Free coffee/milo					
2	pax	CATERING SERVICES DURING THE CONDUCT OF BANGON KAPWA (A people's Campaign for Renewed Hope - Strengthening Social Fabric between the Government and the Community)	60	25,800.00	430.00		
		One (1) Meal and Two (2) Snacks (BUFFET) Venue: Cor Jesu College - Digos City Date: August 25, 2023 Menu: Siopao (chicken) with 230ml bottled juice Lunch: Plain rice, beef with assorted vegetables, garlic chicken, tinolang isda (tuna), fresh fruits, 500ml bottled water, 195ml softdrinks PM Snacks: Jelly roll with 195ml softdrinks - In addition: Free coffee / milo					
3	pax	CATERING SERVICES DURING THE CONDUCT OF REMEDIAL MEASURES ON THE LOCALIZATION OF EO 70 CUM TUPAD PANGAKO PROGRAM AS CONVERGENCE MECHANISMS	20	8,600.00	430.00		
		One (1) meal and Two (2) Snacks (BUFFET) Venue: DILG Provincial Office Date: September 26, 2023 Menu: Hamburger with 195ml softdrinks Lunch: Plain rice, beef steak, buttered chicken, molo soup, fresh fruits, 500ml bottled water, 195ml softdrinks PM Snacks: Ensaymada with 230ml softdrinks - In addition: Free coffee/milo					
4	pax	CATERING SERVICES DURING THE CONDUCT OF STENGTHENING LGRRC: MULTI SECTORAL EXPANDED ADVISORY COUNCIL YEAR-EAND REVIEW AND ASSESSMENT ON RETOOLED COMMUNITY SUPPORT PROGRAMS (RCSP) FOR THE 28 BARANGAYS	40	17,200.00	430.00		
		One (1) meal and Two (2) snacks (BUFFET)					

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)

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)

August 3, 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 10, 2023 @ 9:00 AM:**

Advance Dropping (before **August 10, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 10, 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.: **1113-AM-23**

End User:

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

Dated: **08/02/2023**

**DILG**

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
		Venue: Ralota Hall, Douglas Ra. Cagas Sports and Business Center, Mati, Digos City Date: November 15, 2023 Menu: Hamburger with 195ml softdrinks Lunch: Plain rice, beef steak, grilled fish tuna belly, crab and corn soup, fresh fruits, 500ml bottled water, 195ml softdrinks PM Snacks: Jelly roll with 230ml bottled juice - In addition: Free coffee/milo					
		Green Procurement Technical Specifications: 1. use of waxed carton instead of styrofoam (packed meals) 2. use of stainless steel, wooden/bamboo spoon and fork instead of plastic spoon/fork 3. use of glass, disposable paper cup instead of disposable plastic cup 4. use of stainless teaspoon, wooden popsicle sticks instead of plastic stirrer 5. use of glass/personal tumbler instead of single-use plastic bottled water 6. use of glass bottled softdrinks instead of single-use plastic softdrinks bottle 7. use of paper straw instead of plastic straw 8. reduce usage of disposable containers for food, drink and condiments.					
		Charges: <b>CY 2023 LGDF - GF Peace and Order Program ( Support to Davao del Sur Task Force ELCAC ( Responsibility Center: 7919-34) ; Account Code: 05-02-99-030</b> Purpose/Remarks: Conduct of UGNAYAN NG SEKTOR AT PAMAHALAAN (Sustain the Gains of Insurgency Free Davao del Sur and other ELCAC activities in Davao del Sur NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		94,600.00			

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.

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Name & Signature of Canvasser

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- 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



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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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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  
Office of the Governor

# 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: August 03, 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	1123-AM-23	Supply/Delivery of 3.0 HP Aircon.  Please see attached RFQ.	₱ 178,000.00	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 10, 2023**:  
**Advance Dropping (before August 10, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 10, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 10, 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 BUATO SANCHEZ, CPA, J.D**  
(Provincial Budget Officer)  
BAC Chairperson



INVITATION TO QUOTE

Date: August 03, 2023

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

Item No.	Quantity	Description	Unit	Estimated Price	Delivery Period	Place of Delivery	Remarks
100-027	113-474-23	Supply Delivery of 2.0 HR Aircon	EA	P 178,000.00	10 calendar days	Workroom	Please see attached BEO

Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4-E, 2nd Floor, Building, Provincial Government Office, Digos City from 8:00 a.m. to 4:30 p.m., Monday to Friday.

2. Bids/Quotations must be delivered to the following address on August 10, 2023:

Address: Procurement Management Office, Provincial Government Office, Building 2nd Floor, Room 4-E, 2nd Floor, Building, Provincial Government Office, Digos City. Date of Opening (August 16, 2023) - 9:00 a.m. at the Provincial Government Office, Davao del Sur.

3. Bids/Quotations must be sealed and labeled "Bids/Quotations for the Supply of 2.0 HR Aircon" and delivered to the Procurement Management Office, Provincial Government Office, Building 2nd Floor, Room 4-E, 2nd Floor, Building, Provincial Government Office, Digos City on August 10, 2023 at 9:00 a.m. at the Provincial Government Office, Davao del Sur.

4. The Bids/Quotations for Quotation 2 form as attached. Late bids shall not be accepted.

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

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

7. The supplier shall notify the GSO a day before the actual delivery.

8. The Provincial Government of Davao del Sur reserves the right to reject any and all bids, including a bid that is not in accordance with the terms and conditions of the BEO and 41 of the 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@pgo.davao.gov.ph](mailto:bac@pgo.davao.gov.ph)

MRS. KORKALYN M. CAMAGUIN, MBA  
BAC Chairperson  
Procurement Management Office  
Room 4-E, 2nd Floor, Building, Provincial Government Office, Digos City  
Website: [www.pgo.davao.gov.ph](http://www.pgo.davao.gov.ph)  
Email: [bac@pgo.davao.gov.ph](mailto:bac@pgo.davao.gov.ph)  
Telephone: (081) 252-9379  
Mobile: 0967-529-0258, 0968-974-342  
Fax: 0968-522-2024, 0946-194-2281

VERA MIE B. TANCHER, CPA, IB  
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)

August 4, 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 10, 2023 @ 9:00 AM:**

Advance Dropping (before **August 10, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 10, 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.: **1123-AM-23**

End User:

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

Dated: **08/03/2023**

**PGO-OSP**

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	Unit	<b>3.0 HP Airconditioned</b> * Split type Wall Mounted Type * Refrigerant : 410a * 220V/ Phase / 60Hz * Wireless Remote Control * with installation  <b>Green Specs:</b> -Fullfills at least ENERGY STAR 4.0 -Do not contain "controlled refrigerants" or CFC Free -The Supplier shall ensure that the products are repairable and that replacement parts are available -In recyclable packages	2	178,000.00	89,000.00		
		<b>Charges: Account Code: 1-07-05-020</b> <b>Office Equipment</b> <b>Responsibility Center: 7919-17</b> <b>Charges: Anti-illegal Drug Program</b> <b>Gen Fund CY - 2023</b> Purpose/Remarks: To be used for MAPALAD Program. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		178,000.00			

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 QUOTATIONS/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