



# 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: August 09, 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
PHO	0958-AM-23	Supply/Delivery of Grocery Supplies  Please see attached RFQ.	₱ 213,000.00	Upon Requested by End-User	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 15, 2023**:  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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 (2) 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)

Recanvass Item/s (3<sup>RD</sup> Opening)

August 8, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before **August 15, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 15, 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.: **0958-AM-23**  
 Dated: **06/29/2023**

End User:  
**PHO**

**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	pack	Fortified Rice Porridge with maximum of 22 Vitamins and Minerals for Pregnant and Lactating Women, Chicken Flavor, 100grams/pack Expiry date: At least 6 months from delivery date	1800	50,400.00	28.00		
2	pack	Fortified Macaroni Pasta/Soup with maximum of 22 Vitamins and Minerals for Pregnant and Lactating Women, Chicken Flavor, 100grams/pack Expiry date: At least 6 months from delivery date	1800	50,400.00	28.00		
3	pack	Fortified Rice Porridge, Ready-to-Cook Single-serve Sachet with maximum of 22 Vitamins and Minerals, Chicken Flavor, 50 grams/pack Expiry date: At least 6 months from delivery date	5100	112,200.00	22.00		
		NOTE: Delivery of nutrition is upon request by end user					
		Nutrition Program- 4919-02 LGDF-General Fund CY 2023 Food Supplies Expenses 5-02-03-050 Amount: Php 213,000.00					
		Charges: <b>Nutrition Program- 4919-02</b> <b>LGDF-General Fund CY 2023</b> <b>Food Supplies Expenses</b> <b>5-02-03-050</b> Purpose/Remarks: Dietary supplementation for nutritionally at-risk pregnant women and stunted 6-23 months old children NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		213,000.00			

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: DELIVERY OF NUTRITION IS UPON REQUEST BY END USER
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 TO RECORD THE PRO-CANVASS FORM: KINDLY CHECK THE

1. THE CANVASSER  
2. THE BIDDING DOCUMENT  
3. THE BIDDING ENVELOPE



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)  
[sbdavaodelsur@gmail.com](mailto:sbdavaodelsur@gmail.com) (Infra)

*I Love Davao del Sur*

## INVITATION TO QUOTE

Date: August 09, 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	1110-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 146,736.00	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 15, 2023**:  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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 08, 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 Method of Procurement (Small Value Procurement):

Office	TR	Description	ABC	Delivery Period	Place of Delivery	Method of Procurement
PGO-034	1110-A-M-21	Supply/Delivery of Oats Items are attached BAC	₱ 140,730.00	10 Calendar Days	Wansawan	Small Value Procurement

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.

Price Quotation must be delivered to the following at 9:00am on August 14, 2023:

Advance Bidding before August 14, 2023 Room 4 Procurement Management Office, Chief Building, Maiti, Digos City. Date of Opening (August 15, 2023) – Room Hall, Davao del Sur Calistogan, Province of Davao del Sur.

Request for Quotation's opening shall be on August 15, 2023 at 9:00 a.m. at Salazar Hall Davao del Sur, Calistogan, Provincial of Davao del Sur.

The provided Request for Quotation's form is attached. Late bid shall not be accepted.

If applicable, Brand Name shall be indicated in the RFQ by the participating suppliers in the absence of Brand Name, offered will be sufficient ground for disqualification of the participating suppliers.

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 of bidding, or not award the contract at any time prior to contract award in accordance with Sections 34.6 and 41 of the 2019 Revised IRR of R.A. No. 9134, 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. NORJANNA M. CAMAGUI, MBA  
PIO-Chief Administrative Officer  
Head BAC Secretariat  
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Room 4, Executive Building, Barangay Maiti, Digos City  
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Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
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Fax 0908-332-2024; 0946-194-2281

DESSAMIE BUAT-SANCHEZ, CPA, JD.  
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)

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

**August 8, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before **August 15, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 15, 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.: **1110-AM-23**

End User:

Dated: **07/31/2023**

**PGO-OSP**

**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	roll	Magiscard D YMCKO dye film,300 images SKU:MZ300YMCKO/4 300 shots color Ribbon for Magiscard D SU	18	117,936.00	6,552.00		
2	pc	CCS Blank PVC Card 0.76mm SKU:CCS-PVC-CRD-76 CC Blank PVC card 0.76mm,PVC Material, Glossy surface size: 85x54mm thick: 0.76mm-0.8mm	6000	28,800.00	4.80		
		Use for existing ID Card Maker:  *Brand: <b>MAGICARD</b> *Model Number: <b>MAGICARD D DUO</b> *Serial Number: <b>75505510</b>					
		Charges: <b>Account Code: 5-02-03-010</b> <b>Responsibility Center: 7919-17</b> <b>Charges: Anti-illegal Drug Program</b> <b>LGDF-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.		<b>146,736.00</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       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: August 10, 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
PPDO	1118-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 275,800.00	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 15, 2023**:  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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: August 18, 2023

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 a **Descriptive Methods of Procurement (Small Value Procurement)**:

Office	TR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
BAC	118-AM-23	Supply/Delivery of Office Supplies <i>Please see attached RFO</i>	₱ 232,800.00	10 Calendar Days	Regional Office - Marikina	Small Value Procurement

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

Price Quotations must be delivered to the following at 9:00am on August 18, 2023:

Advance Bidding (before August 18, 2023) Room 4-Procurement Management Office, Capitol Building, Marikina City. Date of Opening (August 18, 2023) – Kalaya Hall, Davao del Sur Coliseum, Province of Davao del Sur.

Request for Quotation's opening shall be on August 18, 2023 at 9:00 a.m. at Balata Hall, Davao del Sur Coliseum, Provincial Office of Davao del Sur.

Use prescribed Request for Quotation's form as enclosed. Late bid shall not be accepted.

If applicable, brand names shall be indicated in the RFO by the participating suppliers. In the absence of brand names, offered shall be sufficient ground for disqualification of the participating supplier/bidder.

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

The supplier shall notify the PGSO 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 38.5 and 41 of the 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MS. NORLINA M. CAMAGUIR, MBA  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Bantay Mami, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone Nos. (083) 552-9279  
Mobile Nos.  
Globe 0997-159-0238, 0966-974-7143  
Smart 0908-335-0234; 0946-194-0281

BERNARTE BEAT 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)

August 10, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before **August 15, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 15, 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.: 1118-AM-23

End User:

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

Dated: 08/03/2023

PPDO

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	Bentonite @25Kg/pack	50	100,000.00	2,000.00		
2	length	4" diameter x 20ft G.I. Pipe, Sched. 40 (Casing)	20	116,000.00	5,800.00		
3	pc	Grease Gun - 1pc with grease - 1 gallon.	1	2,300.00	2,300.00		
4	box	Welding Rod 312 - 5 kg/Box	1	1,000.00	1,000.00		
5	box	Welding Rod 308 - 5 kg/Box.	1	1,000.00	1,000.00		
6	pale	Drilling Polymer/Viscosifier - 15kg/pale	4	52,000.00	13,000.00		
7	box	Cutting Disc/Steel - 25pcs/box	5	3,500.00	700.00		
Charges: CY 2023 - LGDF - 8919-16 Water Resource Development Program Other Supplies and Materials Expenses 5-02-03-990 Purpose/Remarks: For the use of water drilling purposes NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.				275,800.00			

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)

REPUBLIC OF THE PHILIPPINES  
PROVINCE OF DAVAO DEL SUR  
Mati, Digos City

# GENERAL CONDITION

CAVASSER 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

After having carefully read and accepted your General Conditions of the RFQ, I/we hereby declare you as the lowest bidder and award the contract to you on the basis of prices quoted.

Note: In case of the quotation between supplier, the BAC is hereby authorized to on the top copy, show date, TRAVEL and Credit, a sworn statement shall be submitted prior to the release of payment in the case of Small Value Procurement.

Failure to fill-out completely the contract shall be ground for rejection or award in this back of the RFQ.

CAVASSER

Name & Signature of CAVASSER

HOW BID-OR SECURE THE RFQ/CANVASS FORMS KINDLY CHECK THE APPROPRIATE BOX

Through Personal Visit

Download through Internet

Download through Email

Download through Download by Website

Name & Signature of Proprietor or its duly authorized representative

Valid ID

Page 1 of 1

# 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)  
[sbdavaodelsur@gmail.com](mailto:sbdavaodelsur@gmail.com) (Infra)

*I Love Davao del Sur*

## INVITATION TO QUOTE

Date: August 09, 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	1127-AM-23	Supply/Delivery of Grocery Supplies. Please see attached RFQ.	₱ 281,620.00	Staggered Basis Delivery	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 15, 2023**:  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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 08, 2013

1. 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 (Small Value Procurement):

Other	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
DSM	1131-AM-13	Supply/Installation of Group Supplies Please see attached BDO	₱ 281,820.00	Immediate Delivery	Barangay Wardens	Small Value Procurement

2. 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.

3. Price Quotation must be delivered to the following at 9:00am on August 15, 2013:

Address: Procuring Office August 15, 2013 Room 4, Procurement Management Office, Executive Building, Barangay Main, Digos City.  
Date of Opening (August 15, 2013) - Kalakso Hall, Davao del Sur Convention, Province of Davao del Sur.

4. Request for Quotation's opening shall be on August 15, 2013 at 9:00 a.m. at Kalakso Hall, Davao del Sur Convention, Province of Davao del Sur.

5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.

6. If supplier's Brand Name shall be indicated in the RFO by the participating suppliers. 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 (2) 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 as any time prior to contract award in accordance with Sections 33.6 and 41 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  
Email: [procurement@pgo.davao.gov.ph](mailto:procurement@pgo.davao.gov.ph)

MS. NORLAYNA M. CAMAGTIN, MBA

PMO-Chief Administrative Officer

Head BAC Secretariat

Procurement Management Office

Room 4 - Executive Building, Barangay Main, Digos City

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

Email: [procurement@pgo.davao.gov.ph](mailto:procurement@pgo.davao.gov.ph)

Telephone No: (082) 373-8279

Mobile No: \_\_\_\_\_

Office No: (082) 373-8279

Fax: (082) 373-8279

DESSAMIE BEAT-SANCHEZ, CPA, JIB  
BAC Chairperson  
Procurement Management Office



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 8, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before **August 15, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 15, 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.: 1127-AM-23

End User:

Dated: 08/08/2023

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	kgs	Bihon	30	4,500.00	150.00		
2	box	Cheese 180g	60	6,000.00	100.00		
3	bag	Choco Powder, 264g/bag/12pcs	100	16,000.00	160.00		
4	bag	Coffee 3-in-1 (840g/30pcs)	60	15,000.00	250.00		
5	cans	Corned Beef (250g)	200	20,000.00	100.00		
6	box	Corn Starch (400g)	50	3,500.00	70.00		
7	pack	Crackers with flavor assorted 10's	70	5,250.00	75.00		
8	pouch	Cream all purpose (250ml)	40	3,200.00	80.00		
9	cans	Corn, Sweet (cream/kernel), 410g	60	4,200.00	70.00		
10	pcs	Eggs (Large)	4000	36,000.00	9.00		
11	kgs	Flour, All purpose	35	2,450.00	70.00		
12	cans	Fruit, cocktail (3.032kg)	5	1,450.00	290.00		
13	kgs	Garlic	40	6,000.00	150.00		
14	sachet	Gelatin powder (25g) red/green color	20	500.00	25.00		
15	cans	Green peas (384g)	40	2,800.00	70.00		
16	kgs	Hotdog, (jumbo)	120	22,800.00	190.00		
17	bot	Ketchup (320g)	60	2,400.00	40.00		
18	gal	Mayonnaise (3.5L/gal)	2	1,040.00	520.00		
19	kgs	Macaroni	10	1,000.00	100.00		
20	cans	Meatloaf (375g)	300	36,000.00	120.00		
21	kgs	Meki Fresh	30	1,350.00	45.00		
22	cans	Milk, condensed (390g)	150	7,200.00	48.00		
23	cans	Milk, evaporated (370ml)	50	2,250.00	45.00		
24	sachet	Milk powder (33g)	300	6,000.00	20.00		
25	pack	Monosodium Glutamate, 24g	45	3,150.00	70.00		
26	kgs	Oil, (veg/coco)	200	22,000.00	110.00		
27	kgs	Onion bulb	40	8,400.00	210.00		
28	bot	Oyster Sauce (750 ml)	5	1,200.00	240.00		
29	kgs	Pancit Canton (350g)	30	2,100.00	70.00		
30	kgs	Pepper powder	3	3,000.00	1,000.00		
31	can	Pineapple slice (432g)	20	1,500.00	75.00		
32	cans	Pork & Beans (390g)	20	1,500.00	75.00		
33	kgs	Salt (Iodized)	30	600.00	20.00		
34	cans	Sardines (155g)	100	2,400.00	24.00		
35	cubes	Seasoning cubes (chicken & beef flavor)	150	1,800.00	12.00		
36	doz	Seasoning Mix (12 pcs)	60	7,200.00	120.00		
37	gal	Soy Sauce	20	3,600.00	180.00		
38	kgs	Spaghetti Noodles	10	1,000.00	100.00		

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 Philgegs  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  
 M. III, Digos City  
**GENERAL CONDITION**  
 CANVASS/REQUEST FOR QUOTATION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: STAGGERED BASIS DELIVERY
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

Note in case of the quotation from each supplier, the BAC is hereby authorized to do the lot awarding for  
 (TWBTR and Omit the award 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 done you on the terms and conditions stated at the

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

Name & Signature of Canvasser

HOW DID YOU RECEIVE THE PURCHASE REQUEST NUMBER OF THE RFQ?

Through the Canvasser

Through the Procuring Officer

Through the BAC Email

Other (Specify)





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 8, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before **August 15, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 15, 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.: **1127-AM-23**  
 Dated: **08/08/2023**

End User:  
**PHO - 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	BrandName
39	kgs	Sotanghon	25	3,750.00	150.00		
40	kgs	Sugar, Brown	40	4,000.00	100.00		
41	kgs	Sugar, White	30	3,600.00	120.00		
42	box	Tea (20g/10pcs)	5	500.00	100.00		
43	pouch	Tocino mix (120g)	15	750.00	50.00		
44	pouch	Tomato Sauce (220g)	30	1,200.00	40.00		
45	sachet	Tomato Paste (150g)	20	800.00	40.00		
46	gal	Vinegar	4	680.00	170.00		
Note: Delivery will be in staggered basis per demand of the end-user.							
<b>Charges: FOOD SUPPLIES EXPENSE</b> <b>5-02-03-050</b> <b>GENERAL FUND 2023</b> Purpose/Remarks: Hospital In-Patients Subsistence for July-September 2023. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.				<b>281,620.00</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**

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)

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: STAGGERED BASIS DELIVERY
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: August 09, 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-Local Chief Executive	1128-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 60,000.00	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 15, 2023**:  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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 09, 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 (Small Value Procurement):

Office	PIR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
Regional Office - Davao	1128-AM-23	Supply/Inventory of Cleaning Services	P 60,000.00	As indicated in Notice		Procurement

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

Price Quotation must be delivered to the following address on August 15, 2023:

Address: Procurement Office, Room 4, Procurement Management Office, Executive Building, Batangay Mambi, Digos City. Date of Opening (August 15, 2023) – Regional Hall, Davao del Sur College, Province of Davao del Sur.

Request for Quotation opening shall be on August 15, 2023 at 9:00 a.m. at Regional Hall, Batangay Mambi, Digos City.

The preferred Request for Quotation form is attached. Late bid shall not be accepted.

If applicant/bidder name shall be indicated in the RFO by the participating supplier, in the absence of BAC's name, a check 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 bidder shall notify the PWSO 5 days before the actual delivery.

The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a void of bidding, or award the contract at any time prior to contract award in accordance with Sections 32 and 41 of the 1987 Constitution 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@davaodelsur.gov.ph](mailto:bac.davaodelsur@davaodelsur.gov.ph)

MR. NORLINA S. CARIAGAN, MBA  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Batangay Mambi, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@davaodelsur.gov.ph](mailto:bac.davaodelsur@davaodelsur.gov.ph)  
Telephone No: (82) 822-8278  
Mobile No: 0905-239-0208; 0966-674-7113  
Fax: 0908-332-2021; 0946-194-2281

BERNARDIE BUAT-REYES, CPA, III  
Procurement Officer  
BAC Chairman



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 8, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before **August 15, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 15, 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.: **1128-AM-23**

End User:

**DESSAMIE BUAT SANCHEZ, CPA, JD**

Dated: **08/08/2023**

**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	pax	<p>Catering Services</p> <p>One (1) Meal &amp; 2 Snacks - 50 pax / day (packed lunch)            Day 1 - August 22, 2023            Menu:            A.M. Snack : Sandwich &amp; Bottled juice            Lunch : Rice, Buttered chicken, Beef Steak, Soft drink 8oz, Bottled water 350 ml &amp; Fruits- Watermelon            P.M. Snack : Bibingka &amp; Bottled juice            Note: With flowing coffee</p> <p>Day 2 - August 23, 2023            Menu:            A.M. Snack : Siopao &amp; Bottled juice            Lunch: Rice, sweet &amp; Sour fish, Chicken bola-bola, Soft drink 8oz, Bottled water 350 ml &amp; fruits - Banana            P.M. Snack : Torta &amp; Bottled juice            Note : With flowing coffee</p> <p>Day 3- August 24, 2023            Menu:            A.M Snack : Jelly roll &amp; Bottled juice            Lunch : Rice, Fish Fillet, Beef Steak, Soft drink 8oz, Bottled water 350 ml &amp; Fruits- Pineapple            P.M Snack : Banana cake &amp; Bottled juice            Note : with flowing coffee</p> <p>To be serve during 3 days Seminar on Gender &amp; Development Awareness held at DSSPO, Kapanalig Hall, san Agustin , Digos City on August 22-23-24, 2023</p>	150	60,000.00	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**

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)

Republic of the Philippines  
PROVINCE OF DAVAO DEL SUR  
Mati District

# 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).
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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 8, 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 15, 2023 @ 9:00 AM:**

Advance Dropping (before August 15, 2023) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (August 15, 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.: **1128-AM-23**

End User:

Dated: **08/08/2023**

**PGO - Local Chief Executive**

**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	BrandName
		<b>Charges: Anti Criminality Program Representation Expense 5-02-99-030</b> <b>LGDF -General Fund CY 2023 1919-17</b> Purpose/Remarks: To be serve during 3 days Seminar on Gender and Development Awareness held at DSPPO, Kapanalig Hall, San Agustin Digos City on August 22-23-24, 2023 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**

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)

Republic of the Philippines  
PROVINCE OF DAVAO DEL SUR  
Mati Dipos City

# GENERAL CONDITION

CANVASS REQUEST FOR QUOTATION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
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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.
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





**INVITATION TO QUOTE**

**Date: August 09, 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
PEO	1129-AM-23	Supply/Delivery of Copy Printer Ink.  Please see attached RFQ.	₱ 78,120.00	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 15, 2023:**  
  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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

2



INVITATION TO QUOTE

Date: August 09, 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) Procurement:

Other	PKT	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
P10	103-A-02	Supply/Replenishment of Copy Paper for	P.08120.00	1st quarter 2023	Various	Procurement

Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Marangay, 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 15, 2023:

Address: Procurement Management Office, Room 4, Executive Building, Marangay, Mati, Digos City, Davao del Sur (August 15, 2023) - Ration Hall, Davao del Sur, Province of Davao del Sur

Request for Quotation opening shall be on August 15, 2023 at 9:00 a.m. at Ration Hall, Davao del Sur, Province of Davao del Sur.

The attached request for Quotation form is attached. Last 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, offeror shall be sufficient ground for disqualification of the participating supplier.

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

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

The Provincial Government of Davao del Sur reserves the right to reject any and all bids deemed a failure of bidding. It shall not award the contract at any time prior to contract award in accordance with Section 25.1 and 27 of the 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MR. KORIANNA M. CAMAGUI, MBA

BAC Chairperson

Head BAC Secretariat

Procurement Management Office

Room 4, Executive Building, Marangay, Mati, 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) 227-9279

Mobile No: -

Globe No: 097-229-0220; 0966-974-7143

Smart No: 096-332-2021; 0946-194-2281

DESSAMIE NIAT-SIBICHEL, CPA, LSI  
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)

**August 8, 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 15, 2023 @ 9:00 AM:**

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 Date of Opening (**August 15, 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.: **1129-AM-23**

End User:

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

Dated: **08/08/2023**

**PEO**

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	pcs	<b>COPY PRINTER INK, DX2430 500ml/ 17.8oz, (Genuine Brand)</b> - For use of GESTETNER Copy Printer Machine	24	33,600.00	1,400.00		
		<b>Charges:</b> 8751- PEO Admin. Division 5-02-03-010 Office Supplies Expense					
		-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-					
2	pcs	<b>TONER CRATRIDGE, TK-1175 ( Genuine Brand)</b> - For use of KYOCERA Printer w/ SN: VFD0267592	6	44,520.00	7,420.00		
		<b>Charges:</b> 8751-1 PEO Planning & Prog. Division 5-02-03-010 Office Supplies Expense					
		<b>Charges: 8751 PEO Admin. Division 5-02-03-010 Office Supplies Expense</b> <b>88751-1 PEO Planning &amp; Prog. Division 5-02-03-010 Office Supplies Expense</b> Purpose/Remarks: For use in the PEO. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		78,120.00			

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 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
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14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
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  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
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  - 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)/[spacdavaodelsur@gmail.com](mailto:spacdavaodelsur@gmail.com)

*I Davao Davao del Sur*

## INVITATION TO QUOTE

Date: August 09, 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 Coliseum	1130-AM-23	Supply/ Delivery of Office Supplies. Please see attached RFQ.	₱ 77,900.00	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 15, 2023**:  
**Advance Dropping (before August 15, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 15, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 15, 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**

Shopping (Sec 52.1.b)

August 9, 2023

(Company Name & Address)

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PR. NO.: 1130-AM-23

End User:

Dated: 08/09/2023

PGO-Coliseum

**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	book	Record book, 300 pages	10	1,600.00	160.00		
2	box	Fastener, 70mm, 50 sets/box (steel)	10	900.00	90.00		
3	pad	Yellow pad 80 leaves/pad	6	480.00	80.00		
4	piece	Tape, Masking, width: 48mm	15	1,350.00	90.00		
5	piece	Tape, Transparent, width: 48mm	15	1,350.00	90.00		
6	box	Sign Pen, Black 0.5mm needle tip (12pcs./box)	12	4,320.00	360.00		
7	box	Ballpen, Blue	4	480.00	120.00		
8	box	Ballpen, Black	6	720.00	120.00		
9	piece	Flash Drive 16GB	5	2,250.00	450.00		
10	pack	Photo Paper, A4	3	360.00	120.00		
11	piece	Sticky Notes 3x4	10	500.00	50.00		
12	box	Staple wire, standard, #35, 5000s/box	8	680.00	85.00		
13	piece	Calculator, compact, 12digits cap, good quality	2	1,200.00	600.00		
14	ream	Folder long color brown	1	1,100.00	1,100.00		
15	ream	Envelope, Expanded, kraft board, Legal	1	2,500.00	2,500.00		
16	ream	Mailing envelope, long	2	1,360.00	680.00		
17	piece	Correction tape 5mm x 10m	60	3,000.00	50.00		
18	piece	Scissor, heavy duty, big	5	650.00	130.00		
19	piece	Data File Box, Legal size	8	2,080.00	260.00		
20	piece	Glue, all purpose 130grams	5	450.00	90.00		
21	dozen	Pencil No. 2	4	520.00	130.00		
22	piece	Pencil Sharpener, big	5	2,300.00	460.00		
23	set	Marker, fluorescent (3pcs./set)	10	900.00	90.00		
24	bottle	Ink Refill, 001, Black for Epson (Genuine)	6	3,900.00	650.00		
25	bottle	Ink Refill, 664, Black for Epson (Genuine)	10	4,100.00	410.00		
26	bottle	Ink Refill, 673, Bk. for Epson (Genuine)	8	5,840.00	730.00		
27	bottle	Ink Refill, 673, C. for Epson (Genuine)	3	2,190.00	730.00		
28	bottle	Ink Refill, 673, M. for Epson (Genuine)	3	2,190.00	730.00		
29	bottle	Ink Refill, 673, LM. for Epson (Genuine)	3	2,190.00	730.00		
30	bottle	Ink Refill, 673, LC. for Epson (Genuine)	3	2,190.00	730.00		
31	bottle	Ink Refill, 673, Y. for Epson (Genuine)	3	2,190.00	730.00		
32	box	Paper clips, plastic coated, 33mm	5	350.00	70.00		
33	box	Paper clips, plastic coated, 50mm	5	400.00	80.00		
34	box	Pushpin, 50pcs./box	6	480.00	80.00		
35	piece	Board Eraser	4	200.00	50.00		
36	piece	Columnar 6" columns	4	480.00	120.00		
37	piece	Stapler with remover, heavy duty	4	2,600.00	650.00		
38	piece	Wireless USB Wifi Adapter	2	7,000.00	3,500.00		

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**CANVASSER:**

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**Name & Signature of Canvasser**

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

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

Valid ID

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

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

August 9, 2023

(Company Name & Address)

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**DESSAMIE BUAT SANCHEZ, CPA, JD**

Dated: 08/09/2023

PGO-Coliseum

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
39	ream	Paper, Multicopy, 210mm x 297mm A4	15	4,350.00	290.00		
40	ream	Paper, Multicopy, 216mm x 330mm Long	20	6,200.00	310.00		
		*Item 39 - 40***Can be recycled/can be re-used *Preferably made of recycled materials, if not, it must be source-out from a well-managed tree plantation. *Preferably at least Elemental Chlorine Free (ECF) *Packaging must be recycled					
		Charges: <b>Other Purpose/Gen-Fund 8999</b> <b>5-02-03-010</b> <b>Office Supplies</b> Purpose/Remarks: For the use of Gov. Douglas Ra. Cagas Sports Complex and Business Center. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>77,900.00</b>			

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PROVINCE OF DAVAO DEL SUR  
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# GENERAL CONDITION

CANVASS REQUEST FOR QUOTATION



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