



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 18, 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
JANITORIAL	1083-AM-23-A	Supply/Delivery of Fabric Conditioner.  Please see attached RFQ.	₱ 4,400.00	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 24, 2023**:  
**Advance Dropping (before August 24, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 24, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 24, 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)

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

**August 18, 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 24, 2023 @ 9:00 AM:**

Advance Dropping (before **August 24, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.

Date of Opening (**August 24, 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.: **1083-AM-23-A**

End User:

Dated: **07/27/2023**

**JANITORIAL**

**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
3	box	Fabric Conditioner 40ml./pc. 360pcs./box, color red	1	4,400.00	4,400.00		
		<b>Charges: PGO-Other Purpose 1999-09</b> <b>5-02-03-990</b> <b>Other Supplies and Material Expenses</b> Purpose/Remarks: For the use of Executive Capitol Building and Coliseum NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		4,400.00			

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

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

**CANVASSER:**

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

**Name & Signature of Canvasser**

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

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

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

Valid ID

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



# GENERAL CONDITION



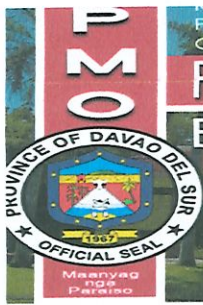
1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE 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

CANVASSER:

HOW DID YOU SECURE THE NECESSARY FORMS KINDLY CHECK THE APPROPRIATE BOX

- Through a Supplier
- Downloaded from the Procurement System
- Downloaded from the BAC Email
- Downloaded from the Procurement System





# PROCUREMENT MANAGEMENT OFFICE

## BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
Telefax: (082) 553-9579  
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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 17, 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
SP-Shiela Cagas	1166-AM-23	Supply/ Delivery of Paints. Please see attached RFQ.	₱ 59,175.00	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 24, 2023**:  
**Advance Dropping (before August 24, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 24, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 24, 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 14, 2023

The Provincial Government of Iloilo, 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	PR	Description	ABC	Delivery Period	Place of Delivery	Place of Procurement
Services Office	(see attached)	Supply/ Delivery of Paper	P. 59,132.00	10 calendar days	Province	Procurement Small Value Procurement

- Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Main, Iloilo City from 8:00 a.m. to 4:00 p.m. Monday to Friday.
- Bids/Quotations must be delivered to the following at 9:00am on August 24, 2023:  
Advance Drop-off (before August 24, 2023) Room 4, Procurement Management Office, Executive Building, Barangay Main, Iloilo City. Date of Opening (August 24, 2023) - Palanca Hall, Iloilo City, Province of Iloilo, Iloilo City.
- Report for Quotation opening shall be on August 24, 2023 at 9:00 a.m. at Palanca Hall, Iloilo City, Province of Iloilo.
- The proposed Request for Quotation form attached, if not filled shall not be accepted.
- If applicant's brand name shall be indicated in the BQ by the participating supplier, in the absence of brand name, official shall be sufficient ground for disqualification of the participating supplier/bidder.
- Bidder is allowed to offer maximum of two (2) brands only; brand replacement shall not be allowed.
- The supplier shall comply the PCSO a day before the actual delivery.
- The Provincial Government of Iloilo shall reserve 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 15.6 and 41 of the 2016 Revised IRR of RA No. 9181, without thereby incurring any liability to the affected bidder.

For further information, please refer to:

The BAC Chairperson  
Provincial Government of Iloilo  
Email: [bac.daw@pgo.gov.ph](mailto:bac.daw@pgo.gov.ph)

Mrs. MORGANA M. CAMAGUI, MBA  
Proc-Off Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Main, Iloilo City  
Website: [www.pgo.gov.ph](http://www.pgo.gov.ph)  
Email: [bac.daw@pgo.gov.ph](mailto:bac.daw@pgo.gov.ph)  
Telephone No. (093) 273-2579  
Mobile No. \_\_\_\_\_  
Office 0905-259-0326; 0905-971-7113  
Smart 0908-330-2028; 0908-194-2281

DRSAMIE BRAT-SANCHES, CPA, JD.  
Procurement Officer  
BAC Chairperson





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

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

Small Value Procurement (Sec 53.9)

August 17, 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 24, 2023 @ 9:00 AM:**

Advance Dropping (before **August 24, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 24, 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.: **1166-AM-23**

End User:

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

Dated: **08/16/2023**

**SP - Legislation (SHIELA B. CAGAS)**

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.	GAL.	ENAMEL WHITE PAINT	43	34,185.00	795.00		
2	GAL.	FLAT LATEX WHITE PAINT	42	24,990.00	595.00		
		Charges: <b>1919-03 DONATIONS(5-02-99-080) LGDF-PDF2023</b> Purpose/Remarks: TO BE DISTRIBUTED TO THE DIFFERENT SCHOOLS/BARANGAYS OF THE PROVINCE OF DAVAO DEL SUR. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>59,175.00</b>			

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

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

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

**CANVASSER:**

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

Name & Signature of Canvasser

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

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

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

Valid ID

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



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS

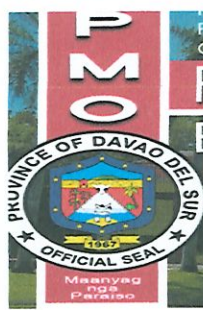
CANVASSER

SIGNATURE OF CANVASSER

HOW DID YOU SECURE THE PROCVASS FORMS KINDLY CHECK THE

- Downloaded from the BAC
- Downloaded from the BAC
- Downloaded from the BAC





# 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)

*9 Davao Davao del Sur*

## INVITATION TO QUOTE

Date: August 17, 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 Executive	1167-AM-23	Supply/ Delivery of Office Equipment. Please see attached RFQ.	₱ 175,000.00	7 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 24, 2023**:  
**Advance Dropping (before August 24, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 24, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 24, 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 17, 2023

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

Office	Item	Description	ABC	Delivery Method	Place of Delivery	Year of Procurement
Procurement Executive	100-0001-100-AM-01	Supply/Leasing of Office Equipment	P 175269/00	1 Calendar Year	Manobo	2023

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

1. This quotation must be delivered to the following address on August 24, 2023:

Address: Procurement Executive (Room 4) Procurement Management Office, Executive Building, Manobo City, Javan del Sur, Davao del Sur, Philippines. Date of Quotation (August 24, 2023) - Room 4, Executive Building, Manobo City, Javan del Sur.

2. Bids shall be opened on August 24, 2023 at 9:00 a.m. at Room 4, Executive Building, Manobo City, Javan del Sur.

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

4. If applicable, brand name shall be indicated in the RFO by the participating bidders in the absence of brand name, offered, and be sufficient ground for disqualification of the participating supplier/bidder.

5. Bids are 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 Javan del Sur reserves the right to reject any and all bids deemed to be inferior to bidding, to award the contract to any firm prior to contract award in accordance with Sections 33.6 and 41 of the IRR of RA No. 9184 without thereby incurring any liability to the affected bidder or bidders.

For more information please contact:

The BAC Chairperson  
Provincial Government of Javan del Sur  
Email: [procurement@javan.gov.ph](mailto:procurement@javan.gov.ph)

Ms. SOLMANA M. CAMACHO, MBA  
BAC Chairperson  
Head BAC Secretary

Procurement Management Office  
Room 4, Executive Building, Banting, Manobo City  
Website: [www.javan.gov.ph](http://www.javan.gov.ph)  
Email: [procurement@javan.gov.ph](mailto:procurement@javan.gov.ph)  
Telephone No. (082) 521 9239

Mobile No. 0905-229-0230; 0905-274-7130  
Fax No. 0908-229-2024; 0908-194-2281

DESSAMIE BRUT SANCHEZ, CPA, LD  
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 17, 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 24, 2023 @ 9:00 AM:**

Advance Dropping (before **August 24, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 24, 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.: **1167-AM-23**

End User:

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

Dated: **08/17/2023**

**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	unit	Aircon - 3 toner floor mounted inverter technology Floor mounted split type aircon 220V/ Single Phase /60 Hz Refrigerant : R3 32  Wireless remote control with installation  Green Specs: Fulfills at least energy star 4.0 Do not contain " Controlled refrigerants" or CFC free The supplier shall ensure that the products are repairable In recycable packages  Delivery period : 7 calendar days upon receipt of P.O Warranty Period : 1 year  For the use of PGO Executive	1	175,000.00	175,000.00		
		Charges: <b>PGO Executive 1011</b> <b>C.O. 1-07-05-020 Office Equipment</b> Purpose/Remarks: For the use of PGO Executive NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		175,000.00			

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 7 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF THREE (3) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



**INVITATION TO QUOTE**

**Date: August 17, 2023**

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

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PTDPO	1168-AM-23	Supply/Delivery of Double Size Bed w/ Mattress & 2 Pillows.  Please see attached RFQ.	₱ 667,200.00	60 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 24, 2023**:  
**Advance Dropping (before August 24, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 24, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 24, 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





020

INVITATION TO QUOTE

Date: August 17, 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	PR	Description	ABC	Delivery Period	Place of Delivery	Method of Procurement
PSOG	128-AM-23	Supply Delivery of 10000 Sheets of Manila & 2 Pillows. Please see attached BFO	7007200.00	60 Calendar Days	PSOG Warehouse	Small Value Procurement

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

1. Bids must be delivered to the following at 9:00am on August 24, 2023.

Address: Barangay Matig, Digos City, Davao del Sur. Procurement Management Office, Capital Building, Matig, Digos City. Date of Opening (August 24, 2023) – Ralola Hall, Davao del Sur, Cotabato, Province of Davao del Sur.

2. Request for Quotation's opening shall be on August 24, 2023 at 9:00 a.m. at Ralola Hall, Davao del Sur, Cotabato, Province of Davao del Sur.

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

4. If applicable, brand name shall be indicated in the BFO by the participating suppliers. In the absence of brand name, offered shall be sufficient ground for disqualification of the participating suppliers/bidders.

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

6. The supplier shall submit the PSOG a day before the actual delivery.

7. The Provincial Government of Davao del Sur reserves the right to reject any and all bids & allow a failure to bid, to award the contract at any time prior to contract award in accordance with Sections 38.6 and 41 of the 2012 Revised IRR of R.A. No. 9154, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

The BAC Chairperson  
 Provincial Government of Davao del Sur  
 Email: [procurement@psog.davao.gov.ph](mailto:procurement@psog.davao.gov.ph)  
 MS. NORIAYNA M. CAMAGLIN, MBA  
 Provincial Administrative Officer  
 Head BAC Secretariat  
 Procurement Management Office  
 Room 4, Executive Building, Barangay Matig, Digos City  
 Website: [www.davao.gov.ph](http://www.davao.gov.ph)  
 Email: [procurement@psog.davao.gov.ph](mailto:procurement@psog.davao.gov.ph)  
 Telephone No: (082) 223-9272  
 Mobile No: 0905-229-0228; 0966-974-7173  
 Fax: (082) 223-9272

DESSAMIE BUAY-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 17, 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 24, 2023 @ 9:00 AM:**

Advance Dropping (before **August 24, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 24, 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.: **1168-AM-23**  
 Dated: **08/17/2023**

End User:  
**PTDPO**

**DESSAMIE BUAT-SANCHEZ, CPA, JD**  
 PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	piece	<b>Double sized bed with mattress and 2 pillows</b> Dimensions 75"x48"x14" Headboard overall height 46" and with foam Materials: Molave (tugas) wood  Delivery period: 60 calendar days  SUPPORT TO PASSIG ISLET AQUA-ECO PARK C.Y 2022 OTHER PURPOSE FURNITURE & FIXTURES EXPENSE 1-07-07-010	1	55,600.00	55,600.00		
2	piece	<b>Double sized bed with mattress and 2 pillows</b> Dimensions 75"x48"x14" Headboard overall height 46" and with foam Materials: Molave (tugas) wood  Delivery period: 60 calendar days  SUPPORT TO MT. APO AGRI-TOURISM PARK C.Y 2023 OTHER PURPOSE FURNITURE & FIXTURES EXPENSE 1-07-07-010	11	611,600.00	55,600.00		
		<b>Charges: SUPPORT TO PASSIG ISLET AQUA-ECO PARK</b> <b>C.Y 2022 GENFUND-OTHER PURPOSE</b> <b>SUPPORT TO MT.APO AGRI-TOURISM PARK</b> <b>C.Y 2023 GENFUND- OTHER PURPOSE</b> <b>FURNITURE &amp; FIXTURES EXPENSE 1-07-07-010</b> Purpose/Remarks: For the use for Mt. Apo Agri-Tourism Park and Passig Islet Aqua-Eco Park NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		667,200.00			

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

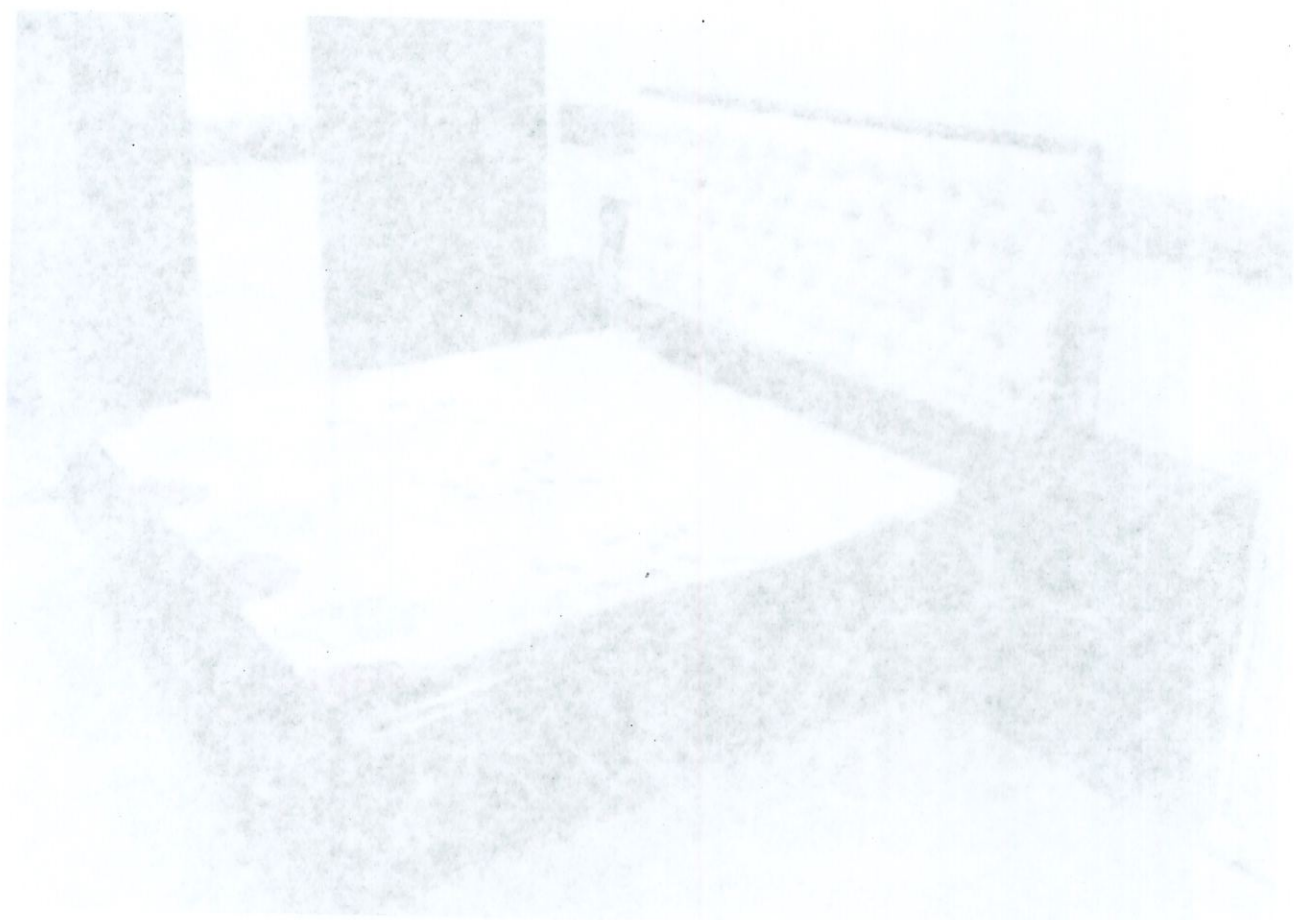


1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 60 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
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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

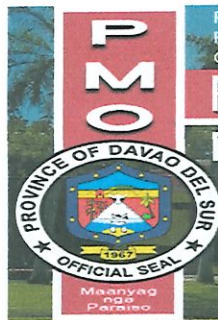












Republic of the Philippines  
PROVINCE OF DAVAO DEL SUR  
Office of the Governor

# 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)

*9 Davao Davao del Sur*

## INVITATION TO QUOTE

Date: August 18, 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-Motorpool	1170-AM-23	Supply/Delivery of Transportation Equipment – Motor Vehicles.  Please see attached RFQ.	₱ 128,350.00	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 24, 2023**:

**Advance Dropping (before August 24, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 24, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6

4. Request for Quotation's opening shall be **on August 24, 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: \_\_\_\_\_

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites interested bidders to quote for the following goods under Alternative Method of Procurement (AMP) (see attached).

Item No.	Description	Quantity	Unit	Estimated Value
1	Supply of Office Supplies (see attached RFP)	1,000,000	PCS	₱ 1,000,000.00

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

Quote must be delivered to the following address on August 11, 2023:

Address: Procurement Office, Room 4, Executive Building, Bangor, Davao City. Date of Opening (August 14, 2023) - Room 4, Executive Building, Bangor, Davao City.

Quote for opening shall be on August 14, 2023 at 9:00 a.m. at Room 4, Executive Building, Bangor, Davao City.

The BAC reserves the right to accept or reject any or all bids without being bound to accept the lowest or the highest bid.

If another bid is received after the opening of the bids, the BAC may accept or reject any or all bids without being bound to accept the lowest or the highest bid.

Bidder is allowed to offer maximum of two (2) bids only. Bids received shall not be opened.

The supplier shall notify the BAC 5 days before the actual delivery.

The Provincial Government of Davao del Sur reserves the right to reject any and all bids which do not comply with the terms and conditions of the RFP and to award the contract to any bidder without thereby incurring any liability to the invited bidder or bidders.

For further information, please refer to:

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

MR. NORIYUKI M. CAMAGTIN, MBA  
2nd-Deputy Administrative Officer  
Head BAC

Procurement Management Office  
Room 4, Executive Building, Bangor, Davao City  
Website: [www.psd.gov.ph](http://www.psd.gov.ph)  
Email: [procurement@psd.gov.ph](mailto:procurement@psd.gov.ph)

Telephone Nos: (803) 252-2379  
Mobile: \_\_\_\_\_  
Office: (803) 252-2379 / (803) 252-2379  
Fax: (803) 252-2379

DESAIRI SUAT SANCHEZ, CPA, LL.M.  
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 18, 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 24, 2023 @ 9:00 AM:**

Advance Dropping (before **August 24, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 24, 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.: 1170-AM-23  
 Dated: 08/18/2023

End User:  
**PEO - Motorpool**

**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	pcs	Tire - LT 265/65, R17 A/T (genuine)	4	54,000.00	13,500.00		
2	pcs	Ball Joint (Upper) As Per Sample (standard genuine parts)	2	13,000.00	6,500.00		
3	pcs	Stabilizer As Per Sample (standard genuine parts)	2	3,600.00	1,800.00		
4	pc	Oil Filter (standard genuine parts)	1	1,400.00	1,400.00		
5	pc	Fuel Filter (standard genuine parts)	1	1,300.00	1,300.00		
6	pc	Wiper Blade 20" and 21" (standard genuine parts)	1	1,200.00	1,200.00		
7	pcs	Horn (standard genuine parts)	2	9,800.00	4,900.00		
8	pc	Alternator Belt (standard genuine parts)	1	2,800.00	2,800.00		
9	pcs	Shock Absorber Front (standard genuine parts)	2	13,000.00	6,500.00		
10	pcs	Shock Absorber Rear (standard genuine parts)	2	13,000.00	6,500.00		
11	pcs	Wheel Nut (standard genuine parts)	5	1,250.00	250.00		
12	set	Brake Shoe (standard genuine parts)	1	4,500.00	4,500.00		
13	set	Disc Pad (standard genuine parts)	1	4,500.00	4,500.00		
14	pc	Cabin Filter (standard genuine parts)	1	1,800.00	1,800.00		
15	pc	Air Filter (standard genuine parts)	1	1,800.00	1,800.00		
16	set	Synthetic Oil (8 Liters) (genuine)	1	1,400.00	1,400.00		
		x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x-x					
		<b>Charges: 8754 PEO Motorpool Division 5-02-13-060-01 R/M Transportation Equipment - Motor Vehicles</b> Purpose/Remarks: For use of Mitsubishi Strada Pick Up B202 NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>128,350.00</b>			

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

After having carefully read and accepted your General Conditions at the back, I/We have quote you on the item/s at prices noted  
**CANVASSER:** Failure to fill-out completely this portion shall be a ground for rejection as stated at the back of the RFQ.

**Name & Signature of Canvasser**

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

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

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

Valid ID



# 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