

# 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 02, 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   |
|--------|------------|---|-------------|------------------|-------------------|-----------------------|
| PPDO   | 0830-AM-23 | Supply/Delivery of Toner.<br>Please see attached RFQ. | ₱ 35,200.00 | 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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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 . 9**  
(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 (4<sup>TH</sup> Opening)

**August 2, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **0830-AM-23**  
 Dated: **06/08/2023**

End User:  
**PPDO**

**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. | Toner Cartridge DocuCentre S2011  | 8   | 35,200.00                                | 4,400.00                                |                                 |            |
|          |      | <b>Charges: CY2023 - General Fund 1041 - PPDO Regular 5-02-03-990 - Other Supplies and Materials Expenses</b><br>Purpose/Remarks: For the use of Fuji Xerox Photocopier Machine.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | 35,200.00                                |   |                                 |            |

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





**INVITATION TO QUOTE**

**Date: August 02, 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  | 0876-AM-23-A1 | Supply/Delivery of (Tool Box, Trash Can, Folding Wheel Chair, etc.)<br>Please see attached RFQ. | ₱ 46,300.00 | 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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. If applicable, Brand Name shall be indicated in the RFQ by the participating Supplier/s. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

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

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

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





# PROCUREMENT MANAGER OFFICE BIDS AND AWARDS COMMITTEE

## INVITATION TO QUOTE

Date: August 02, 2023

1. The Provincial Government of Davao del Sur through its Procurement Manager Office (PMO) invites all potential bidders to quote for the following goods under Alternative Methods of Procurement (AMoP) as follows:

| Office | PM            | Description  | ABC        | Delivery Period  | Place of Delivery | Mode of Transportation |
|--------|---------------|--|------------|------------------|-------------------|------------------------|
| PMO    | 670-A11-23-01 | Supply/Delivery of Toilet Box, Trash Can, Folding Wheel Chair, etc.<br>Please see attached BEO | 746,300.00 | 10 calendar days | PMO               | Freight                |

2. Interested suppliers/bidders may obtain information from the Procurement Manager Office, Room 4, Executive Building, Barangay Matil, 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 08, 2023:

Advanced Dropping (before August 08, 2023) Room 4 Procurement Manager Office, Capital Building, Matil, Digos City. Date of Opening (August 08, 2023) - Raffle Hall, Davao del Sur Coliseum, Province of Davao del Sur.

4. Request for Quotation's opening shall be on August 08, 2023 at 9:00 a.m. at Raffle Hall, Davao del Sur Coliseum, Provincial of Davao del Sur.

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

6. If applicable, Brand Name shall be indicated in the BEO by the participating supplier. 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 PMO 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 bid, or not award the contract at any time prior to contract award in accordance with Sections 33.6 and 41 of the 2019 Revised 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. NORIANKA M. CAMAGIN, MBA  
PMO Chief Administrative Officer  
Head BAC Secretary  
Procurement Management Office  
Room 4, Executive Building, Barangay Matil, 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) 552-9279  
Mobile No: \_\_\_\_\_  
Office No: 082-552-9279, 974-7443  
Fax: 082-332-2624, 0846-194-1281

DESSAINE BEAT-RACHEL, CPA, IB  
(Procurement Manager)  
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 (4<sup>TH</sup> Opening)

**August 2, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **0876-AM-23-A1** End User:  
 Dated: **06/14/2023** **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 |
|----------|-------|---|-----|--|---|---------------------------------|------------|
| 8        | SET   | TOOL BOX , heavy duty , 85pcs./set<br>* 85 piece kit combines popular sleeves<br>* Wrenches, screwdriver and head pliers  | 1   | 5,300.00                                 | 5,300.00                                |                                 |            |
| 9        | PIECE | TRASH CAN WITH WHEELS 120 liter<br>* size: H-86"x L-46" x W-54"   | 6   | 12,000.00                                | 2,000.00                                |                                 |            |
| 12       | PIECE | ADULT FOLDING WHEELCHAIR (Heavy duty)   | 1   | 6,000.00                                 | 6,000.00                                |                                 |            |
| 14       | PIECE | BATHROOM TOWEL RACK, (Hanging holder stainless)   | 7   | 7,000.00                                 | 1,000.00                                |                                 |            |
| 17       | PIECE | ORBIT CEILING FAN<br>* 3 blades stainless   | 1   | 5,500.00                                 | 5,500.00                                |                                 |            |
| 20       | PIECE | DISH RATTAN CABINET<br>* 5 LAYER<br>* 3 DRAWERS<br>* L- 61 cm x W- 33cm x H- 161cm  | 1   | 10,500.00                                | 10,500.00                               |                                 |            |
|          |       | Charges: <b>OPERATION TO PASSIG AQUA ECO PARK 1999-1 C.Y. 2023</b><br><b>OTHER SUPPLIES AND MATERIALS EXPENSE 5-02-03-990</b><br>Purpose/Remarks: FOR THE USE FOR THE PASSIG ISLET<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | 46,300.00                                |   |                                 |            |

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

CANVASS REQUEST FOR QUOTATION



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



**INVITATION TO QUOTE**

**Date: July 31, 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   |
|--------|------------|--|--------------|------------------|-------------------|-----------------------|
| OPAG   | 0892-AM-23 | Supply/ Delivery of Projector.<br><br>Please see attached RFQ. | ₱ 135,000.00 | 10 Calendar Days | PGSO Warehouse    | Shopping (Sec 52.1.b) |

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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





INVITATION TO QUOTE

Date: July 21, 2023

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) under its Provincial Bids and Awards Committee (PBAC) invites suppliers to quote for the following goods under Alternative Methods of Procurement (AMP) (SAC 2311):

| Office | PR      | Description  | ABC        | Delivery Period  | Plant Delivery | Model of Procurement |
|--------|---------|--|------------|------------------|----------------|----------------------|
| OPAO   | OPAO-13 | Supply Delivery of Projector<br>(These are attached RFD) | 1-13-00000 | 10 calendar days | None           | Shopping (SAC 2311)  |

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

All Questions must be delivered to the following at 9:00am on August 08, 2023:

Address: Shopping (SAC 2311) Room 4 Procurement Management Office, Executive Building, Marikina, Digos City  
Date of Opening (August 08, 2023) – Room 1101, Davao del Sur Coliseum, Province of Davao del Sur

Request for Quote's opening shall be on August 08, 2023 at 9:00 a.m. at Room 1101, Davao del Sur Coliseum, Province of Davao del Sur.

Unsuccessful request for Quote's forms attached. Late bid shall not be accepted.

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

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

The Supplier shall notify the BAC 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 17.4 and 11 of the IRR, revised (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.gov.ph](mailto:Procurement@pgo.gov.ph)

MR. YOLLYVA M. CANGALIN, MBA  
BAC Chairperson

Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Marikina, Digos City  
Website: [www.pgo.gov.ph](http://www.pgo.gov.ph)  
Email: [Procurement@pgo.gov.ph](mailto:Procurement@pgo.gov.ph)  
Telephone No. (083) 323-9339

Mobile No. 0969-529-6324, 0969-574-1143  
Smart 0969-333-0324, 0948-104-3281

DESSAMIE REAT-RANCHIES, CPA, J.B.  
Procurement Officer  
BAC Chairperson





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

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

Shopping (Sec 52.1.b)

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

July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **0892-AM-23**

End User:

Dated: **06/14/2023**

**OPAG**

**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        | set  | <b>Projector</b><br>Specs:<br>- at least 4,200 lumens<br>- at least 20,000-hour laser light source with no lamps<br>- at least 1.6x optical zoom<br>- Built-in Miracast<br>- Built-in wireless LAN<br><br><b>Document Scanner</b><br>Specs:<br>- Sensor Type: CIS<br>- Output File Formats: Epson Scan 2: JPEG, TIFF, Multi-TIFF, PDF, Searchable PDF, BMP, PNG Document Capture Pro (Win): JPEG, BMP, PDF, Searchable PDF, TIFF, Multi-TIFF, PNG, DOCX, XLSX, PPTX<br>- ADF<br>- Support Paper Thickness: at least 51.8 – 128gsm<br><br><b>Colored Printer</b><br>Maximum Resolution: at least 1200 dpi x 2400 dpi<br>ink tank system can print and copy up to long size paper<br>ADF<br>3-in-1: Print, copy & scan | 1   | 135,000.00                               | 135,000.00                              |                                 |            |
|          |      | <b>Charges: 8911-1Z - Other Agricultural Development Program</b><br><b>Account Code: 1-07-05-020</b><br><b>Account Name: Office Equipment Expenses</b><br>Purpose/Remarks: For the use in FITS.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.   |     | 135,000.00                               |   |                                 |            |

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

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

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

**CANVASSER:**

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

Name & Signature of Canvasser

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

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

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

Valid ID

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



# GENERAL CONDITION



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

CANVASSER

Name & Signature of Canvasser

HOW TO ATTACH THE PROCANVASS FORM: KINDLY CHECK THE

- Download through BAC Email
- Download through BAC Email
- Download through BAC Email

Now, in case of the condition between supplier, the BAC is hereby authorized to do the loss calculation.

After having carefully read and accepted your General Conditions of the back, we have done you on the items at prices noted.

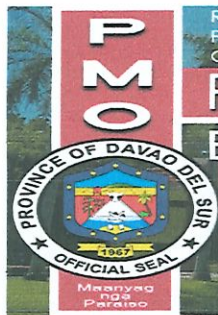
Failure to do our company this portion shall be a ground for rejection of the bid at the

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

Valid ID

Telephone (optional) 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)

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 02, 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-Maintenance | 0928-AM-23-A1 | Supply/Delivery of Oil 10W30, 1.0 Liter.<br>Please see attached RFQ. | ₱ 17,000.00 | 10 Calendar Days | PGSO Warehouse    | Small Value Procurement |

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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





INVITATION TO QUOTE

Date: August 01, 2023

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

| Office                        | ITC             | Description  | ABK         | Bidding Period       | Place of Bidding |
|-------------------------------|-----------------|--------------|-------------|----------------------|------------------|
| PEPS - Procurement Management | 10028-144-17-01 | Supply of... | P 15,000.00 | 10:00 AM to 12:00 PM | ...              |

- Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Banguy, Marikina City from 8:00 am to 5:00 pm, Monday to Friday.
- Quote questions must be delivered to the following by 5:00 pm on August 08, 2023.
- Advance Bidding (before August 08, 2023) and Procurement Management Office, Executive Building, Marikina City. Date of Opening (August 08, 2023) - 10:00 AM, Davao del Sur Convention Center, Davao del Sur.
- Request for Quotation's opening shall be on August 08, 2023 at 9:00 AM at the Regional Hall, Davao del Sur Convention Center, Davao del Sur.
- The awarded bidder for Quotation's form is attached. Late bid shall not be accepted.
- If multiple Bids are received, the BAC shall be indicated in the RFO by the participating bidders. In the event of a tie, the BAC shall be sufficient ground for disqualification of the participating bidders.
- Bidder is allowed to offer maximum of two (2) bids only. Bidder's replacement shall not be allowed.
- The bidder shall notify the PCSO a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids received and to award the contract to any firm in accordance with Section 11.6 and 41 of the 2016 Revised Rules of Bidding 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@pscsodavao.gov.ph](mailto:bac@pscsodavao.gov.ph)  
 MR. NOLAN M. CAMAGUI, MBA  
 Head BAC Secretary  
 Procurement Management Office  
 Room 4, Executive Building, Banguy, Marikina City  
 Website: [www.davao.gov.ph](http://www.davao.gov.ph)  
 Email: [bac@pscsodavao.gov.ph](mailto:bac@pscsodavao.gov.ph)  
 Telephone No. (082) 513-9279  
 Mobile No. 0917-259-0726 / 0968-974-7112  
 Fax No. (082) 513-9281

DESSAITE BUA YACHIKEL, CPA JR.  
 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 (4<sup>TH</sup> Opening)

**August 2, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.

Date of Opening (**August 08, 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.: **0928-AM-23-A1**

End User:

Dated: **06/21/2023**

**PEO - Maintenance**

**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 |
|----------|------|--|-----|--|---|---------------------------------|------------|
| 7        | 20   | OIL 10W30, 1.0 liters per bottle (oil for brush cutter)  | 20  | 17,000.00                                | 850.00                                  |                                 |            |
|          |      | <b>Charges: 8753 PEO Maintenance Division 5-02-03-990</b><br><b>Other Supplies &amp; Materials Expense</b><br>Purpose/Remarks: For use in the PEO- Maintenance Division<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | 17,000.00                                |   |                                 |            |

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)



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

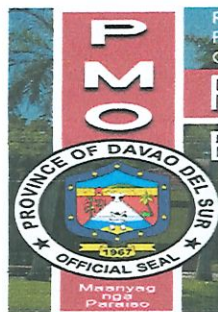
# GENERAL CONDITION

CANVASS REQUEST FOR QUOTATION



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





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)

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 02, 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 Food Stuff.<br>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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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 (2<sup>ND</sup> Opening)

August 2, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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**

End User:

Dated: **06/29/2023**

**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<br>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<br>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<br>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<br>LGDF-General Fund CY 2023<br>Food Supplies Expenses<br>5-02-03-050<br>Amount: Php 213,000.00   |      |  |   |                                 |            |
|          |      | Charges: <b>Nutrition Program- 4919-02</b><br><b>LGDF-General Fund CY 2023</b><br><b>Food Supplies Expenses</b><br><b>5-02-03-050</b><br>Purpose/Remarks: Dietary supplementation for nutritionally at-risk pregnant women and stunted 6-23 months old children<br>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: 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 DO YOU SECURE THE PROGRAM? FORM 1. KINDLY CHECK THE

TO THE CONTRACT  WITHIN BUDGET

UNDER BUDGET  WITHIN BAC BUDGET

OVER BUDGET  OVER BAC BUDGET





**INVITATION TO QUOTE**

**Date: July 31, 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     |
|--------|--------------|--|-------------|---------------------------------------|-------------------|-------------------------|
| PSWDO  | 1001-AM-23-A | Supply/Delivery of Grocery Supplies.<br><br>Please see attached RFQ. | ₱ 20,600.00 | Staggered Delivery Basis (Every Week) | 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 08, 2023**:  
  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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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INVITATION TO QUOTE

Date: July 31, 2013

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 | PR           | Description  | AUC         | Delivery Period                       | Place of Delivery | Mode of Procurement     |
|--------|--------------|--|-------------|---------------------------------------|-------------------|-------------------------|
| PSWD   | 1601-AM-23-A | Supply of Paper/Inkjet of Group 1 (see attached RFP) | P 20,000.00 | Within 10 days from the date of award | PSWD              | Small Value Procurement |

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

This Quotation must be delivered to the following at 9:00am on August 08, 2013:

Address: Procurement Management Office (Room 4) Procurement Management Office, Executive Building, Barangay Marikina, Digos City. Date of Opening (August 08, 2013) - Room 4, Executive Building, Provincial Office of Davao del Sur.

Request for Quotation's opening shall be on August 08, 2013 at 9:00 a.m. at Room 4, Executive Building, Provincial Office of Davao del Sur.

Use provided Request for Quotation's form as attached. Labels that are not pre-attached.

If applicable, brand name shall be indicated in the RFP by the participating supplier in its answer to brand name. Offered shall be sufficient ground for disqualification of the participating supplier's bid.

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

The Supplier shall notify the PSWD a day before the actual delivery.

The Provincial Government of Davao del Sur reserves the right to reject any and all bids deemed to be unresponsive or to award the contract at any time prior to contract award in accordance with Sections 35.6 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. NORIYANA M. CAYAGUAN, MBA

PRM-Chief Administrative Officer

Head BAC Secretary

Procurement Management Office

Room 4, Executive Building, Barangay Marikina, 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) 522-9379

Mobile No.

Global 0905-229-6226; 0966-874-7142

Smart 0908-222-2024; 0946-194-2281

DESSAMIE BUAT-SANCHEZ, C.A.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)

July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **1001-AM-23-A**  
 Dated: **07/07/2023**

End User:  
**PSWDO**

**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 |
|----------|--------|---|-----|--|---|---------------------------------|------------|
| 2        | SACKS  | SUGAR, BROWN, 50KLS./SACKS  | 2   | 5,200.00                                 | 2,600.00                                |                                 |            |
| 7        | PACK   | ALL IN ONE SEASONING GRANULE, 8G, 14 PCS./PACK  | 40  | 1,800.00                                 | 45.00                                   |                                 |            |
| 9        | PIECES | SINIGANG SA SAMPALOK, ORIGINAL MIX, 44G   | 32  | 480.00                                   | 15.00                                   |                                 |            |
| 11       | PACK   | UMAMI SEASONING, 11G, 18 PCS./PACK  | 16  | 800.00                                   | 50.00                                   |                                 |            |
| 12       | BAG    | BISCUITS, CRAKERS, 33G, 10 PCS.   | 112 | 5,600.00                                 | 50.00                                   |                                 |            |
| 13       | BAG    | BISCUITS, ASSORTED CREAM-FILLED CRACKERS, 32G, 10 PCS.  | 112 | 6,720.00                                 | 60.00                                   |                                 |            |
|          |        | Charges: <b>LGDF-2023 INTERNAL ARMED CONFLICT PROGRAM (ENDING LOCAL COMMUNIST-ARMED CONFLICT); ACCOUNT CODE: 5-02-02-010; RESPONSIBILITY CENTER: 1919-20</b><br>Purpose/Remarks: FOR THE USE OF TPP B-4 PARTICIPANTS AND SECURITY PERSONNEL.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | 20,600.00                                |   |                                 |            |

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

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

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)

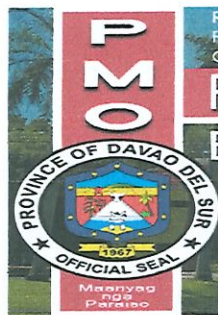


# GENERAL CONDITION



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





# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

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

*I Love Davao del Sur*

## INVITATION TO QUOTE

Date: August 02, 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   |
|--------|------------|---|-------------|------------------|-------------------|-----------------------|
| OPAG   | 1054-AM-23 | Supply/Delivery of Other Supplies<br>Please see attached RFQ. | ₱ 46,951.00 | 10 Calendar Days | PGSO Warehouse    | Shopping (Sec 52.1.b) |

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on August 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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





INVITATION TO BIDD

Date: August 02, 2023

The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all qualified bidders to bid for the following goods under Alternative Methods of Procurement (AMP) for 2023:

| Office | Item       | Description  | ABC         | Delivery Method  | Place of Delivery | Quantity  |
|--------|------------|--|-------------|------------------|-------------------|-----------|
| DRDO   | 1044-74423 | Supply/Installation of Office Supplies<br>(Items are attached BAC) | P-04,981.00 | In-Campus<br>Pan | Woray             | 1,000,000 |

- Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Marikina Digos City from 8:00 a.m. – 4:00 p.m., Monday to Friday.
- Bids must be delivered to the BAC at 9:00am on August 08, 2023.
- Advance Bidding (ABC) August 08, 2023 (Room 4, Procurement Management Office, Executive Building, Marikina Digos City) (August 08, 2023) - (Room 4, Procurement Management Office, Executive Building, Marikina Digos City).
- Tender for Question's opening shall be on August 08, 2023 at 9:00 a.m. at Marikina Hall, Digos City, Davao del Sur.
- The BAC reserves the right to accept or reject any bid without giving any reason therefor.
- If applicable, brand names shall be indicated in the BAC by the participating suppliers. In the absence of brand names, the BAC shall be sufficient ground for disqualification of the participating supplier/bidder.
- Bidder is allowed to offer maximum of two (2) items only. Brand replacement shall not be allowed.
- The supplier shall notify the BAC a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to open any bid or bids at any time and in any place without giving any reason therefor. The BAC reserves the right to accept or reject any bid without giving any reason therefor.

For further information, please refer to:  
 The BAC Chairperson  
 (Procurement Management Office of Davao del Sur)  
 (Room 4, Executive Building, Marikina Digos City)  
 MR. NORIANKA M. CAMARILLO, MBA  
 Provincial Administrator  
 Head BAC Section  
 Procurement Management Office  
 Room 4, Executive Building, Marikina Digos City  
 Email: [norika@psdps.gov.ph](mailto:norika@psdps.gov.ph)  
 Phone: [+639055252525](tel:+639055252525)  
 Mobile: [+639055252525](tel:+639055252525)  
 Office: [+639055252525](tel:+639055252525)  
 Home: [+639055252525](tel:+639055252525)

*[Signature]*  
 BESSIE DE LA CRUZ, CPA, EdD  
 (Procurement Manager)  
 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 2, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

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

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

End User:

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

Dated: **07/20/2023**

**OPAG**

PGDH-PBO / BAC CHAIRPERSON

| Item No.  | Unit   | Item and Description  | Qty | Approved Budget for Contract (ABC) Total | Approved Budget for Contract (ABC) Unit | Supplier's Quotation Unit Price | Brand Name |
|---|--------|---|-----|--|---|---------------------------------|------------|
| <b>8713 - Nursery</b>                                   |        |   |     |  |   |                                 |            |
| 1   | bot    | Glass Cleaner with Spray & Refill atleast 500ml per bot                       | 4   | 1,000.00                                 | 250.00                                  |                                 |            |
| 2   | piece  | Native soft broom   | 4   | 600.00                                   | 150.00                                  |                                 |            |
| 3   | piece  | Mop head (double cotton)  | 1   | 390.00                                   | 390.00                                  |                                 |            |
| 4   | piece  | Mop handle (plastic)  | 2   | 840.00                                   | 420.00                                  |                                 |            |
| 5   | piece  | Glass cleaner cloth   | 3   | 360.00                                   | 120.00                                  |                                 |            |
| 6   | piece  | Window glass wiper cleaner  | 3   | 1,425.00                                 | 475.00                                  |                                 |            |
| 7   | pack   | Detergent Powder twin at least 70 grams per pack                              | 30  | 1,350.00                                 | 45.00                                   |                                 |            |
| 8   | bottle | Isoprophyl alcohol 70% at least 500 ml per bot                                | 8   | 1,044.00                                 | 130.50                                  |                                 |            |
| 9   | gallon | Liquid Bleach at least 4 liters per gallon                                    | 3   | 750.00                                   | 250.00                                  |                                 |            |
| 10  | piece  | Round air deodorizer cake (orange) at least 100 grams                         | 5   | 500.00                                   | 100.00                                  |                                 |            |
| 11  | piece  | Rug 3 inch x 5 inch   | 11  | 605.00                                   | 55.00                                   |                                 |            |
| 12  | piece  | Trash bin with swing cover, at least 28 Liters capacity (small)               | 1   | 450.00                                   | 450.00                                  |                                 |            |
| 13  | roll   | Biodegradable garbage bag at least 10 pieces per roll (large)                 | 14  | 1,680.00                                 | 120.00                                  |                                 |            |
| <b>8912-03 - Davao del Sur Agri-Aqua Eco Park</b>       |        |   |     |  |   |                                 |            |
| 14  | gallon | Isoprophyl alcohol 70% at least 4 liters per gallon                           | 3   | 1,722.00                                 | 574.00                                  |                                 |            |
| 15  | piece  | Dishwashing paste at least 400 grams per pack                                 | 10  | 800.00                                   | 80.00                                   |                                 |            |
| 16  | pack   | Detergent powder at least 1 kg per pack                                       | 16  | 2,400.00                                 | 150.00                                  |                                 |            |
| 17  | pack   | Toilet paper 2 ply at least 12 pieces per pack                                | 3   | 540.00                                   | 180.00                                  |                                 |            |
| 18  | gallon | Liquid bleach at least 4 liters per gallon                                    | 3   | 750.00                                   | 250.00                                  |                                 |            |
| 19  | bottle | Bathroom air freshener at least 320 ml  | 4   | 1,400.00                                 | 350.00                                  |                                 |            |
| 20  | bottle | Toilet bowl cleaner, easy squeeze bottle, at least 500 ml                     | 5   | 1,450.00                                 | 290.00                                  |                                 |            |
| 21  | box    | Surgical facemask 3-ply at least 50 pieces per pack                           | 10  | 900.00                                   | 90.00                                   |                                 |            |
| <b>8911-1Z - Other Agricultural Development Program</b> |        |   |     |  |   |                                 |            |
| 22  | bottle | Isoprophyl alcohol 70% with moisturizer at least 1000 ml                      | 22  | 5,500.00                                 | 250.00                                  |                                 |            |
| 23  | bottle | Multipurpose Bleach, Sodium Hypochlorite, 6 in 1 total clean at least 1 liter | 9   | 1,800.00                                 | 200.00                                  |                                 |            |
| 24  | pack   | Detergent powder at least 1 kg per pack                                       | 24  | 3,600.00                                 | 150.00                                  |                                 |            |
| 25  | piece  | Sponge (Dishwashing)  | 7   | 350.00                                   | 50.00                                   |                                 |            |
| 26  | piece  | Floor mop (Mop-head cotton double and Mop handle)                             | 1   | 740.00                                   | 740.00                                  |                                 |            |
| 27  | piece  | Mop head (double cotton)  | 1   | 390.00                                   | 390.00                                  |                                 |            |
| 28  | roll   | Disposable black garbage bag 25 pieces per roll (small)                       | 2   | 380.00                                   | 190.00                                  |                                 |            |
| 29  | piece  | Native soft broom   | 13  | 1,950.00                                 | 150.00                                  |                                 |            |
| 30  | piece  | Empty sacks at least 50 kg  | 7   | 455.00                                   | 65.00                                   |                                 |            |
| 31  | piece  | Trash bin with swing cover, at least 28 Liters capacity (small)               | 6   | 2,700.00                                 | 450.00                                  |                                 |            |
| 32  | bot    | Dishwashing Liquid at least 1 liter   | 10  | 2,500.00                                 | 250.00                                  |                                 |            |
| 33  | piece  | Dishwashing paste at least 400 grams per pack                                 | 3   | 240.00                                   | 80.00                                   |                                 |            |

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

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

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

**CANVASSER:**

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

**Name & Signature of Canvasser**

(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





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 2, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 2023**) – Ralota Hall Davao Del Sur Coliseum, Province of Davao Del Sur.

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

PR. NO.: **1054-AM-23**  
 Dated: **07/20/2023**

End User:  
**OPAG**

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

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

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, Celiphone No. and/or Email Address)



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

# GENERAL CONDITION

DAVAO 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



**INVITATION TO QUOTE**

**Date: July 31, 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     |
|--------|------------|---|-------------|------------------|-------------------|-------------------------|
| OPAG   | 1092-AM-23 | Supply/Delivery of Agricultural & Marine Supplies<br>Please see attached RFQ. | ₱ 92,455.00 | 10 Calendar Days | OPAG 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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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** 8  
 (Provincial Budget Officer)  
 BAC Chairperson









Republic of the Philippines  
**PROVINCE OF DAVAO DEL SUR**  
 Mati, Digos City  
**BIDS AND AWARDS COMMITTEE**  
**CANVASS/REQUEST FOR QUOTATION**  
 Small Value Procurement (Sec 53.9)

July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **1092-AM-23**  
 Dated: **07/29/2023**

End User:  
**OPAG**

**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        | gallon | Herbicide- systemic (4 Liters per gal.)   | 45  | 89,055.00                                | 1,979.00                                |                                 |            |
| 2        | bot    | Insecticide (systemic) 500 EC 1L per bottle   | 4   | 3,400.00                                 | 850.00                                  |                                 |            |
|          |        | Note:<br>To be delivered at OPAG WAREHOUSE.   |     |  |   |                                 |            |
|          |        | Charges: <b>8912-03 - Davao del Sur Agri-Aqua Eco Park</b><br><b>Account Code: 5-02-03-100</b><br><b>Account Name: Agricultural and Marine Supplies Expenses</b><br>Purpose/Remarks: For the use in Nursery.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | <b>92,455.00</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:**

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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: OPAG WAREHOUSE
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
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  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

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

## INVITATION TO QUOTE

Date: July 31, 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     |
|--------|------------|---|-------------|-------------------|-------------------|-------------------------|
| OPAG   | 1098-AM-23 | Supply/Delivery of Fish Finisher Floater Pellets.<br>Please see attached RFQ. | ₱ 99,000.00 | October (66 Bags) | 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 08, 2023**:  
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**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
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6. If applicable, Brand Name shall be indicated in the RFQ by the participating Supplier/s. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

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

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

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









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

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

Small Value Procurement (Sec 53.9)

July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **1098-AM-23**

End User:

Dated: **07/29/2023**

**OPAG**

**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        | bag  | Fish Finisher Floater Pellets (25 kg/bag)<br>Note:<br>Delivery Date:<br>October (66 bags)   | 66  | 99,000.00                                | 1,500.00                                |                                 |            |
|          |      | Charges: <b>8912-03 - Davao del Sur Agri-Aqua Eco Park</b><br>Account Code: <b>5-02-03-100 Account</b><br>Name: <b>Agricultural and Marine Supplies Expenses</b><br>Purpose/Remarks: For use in Davao del Sur Agri Aqua.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | 99,000.00                                |   |                                 |            |

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: OCTOBER (66 BAGS)
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



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

*I Love Davao del Sur*

## INVITATION TO QUOTE

Date: July 31, 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   | 1101-AM-23 | Supply/Delivery of Beef & Pork Meat.<br>Please see attached RFQ. | ₱ 424,000.00 | 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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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  
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Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com)  
Telephone No.: (082) 553-9579  
Mobile Nos.:  
Globe 0905-229-0526; 0966-974-7142  
Smart 0908-332-2024; 0946-194-2281

  
**DESSAMIE BUAT-SANCHEZ, CPA, J.D** ✕  
(Provincial Budget Officer)  
BAC Chairperson  
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Republic of the Philippines  
**PROVINCE OF DAVAO DEL SUR**  
 Mati, Digos City

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

Small Value Procurement (Sec 53.9)

**July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before August 08, 2023) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (August 08, 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.: 1101-AM-23

End User:

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

Dated: 07/29/2023

**DSPH**

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        | kls  | Beef Meat  | 550 | 220,000.00                               | 400.00                                  |                                 |            |
| 2        | kls  | Pork Meat  | 600 | 204,000.00                               | 340.00                                  |                                 |            |
|          |      | Note: Delivery will be in staggered basis per demand of the end-user.  |     |  |   |                                 |            |
|          |      | Charges: <b>FOOD SUPPLIES EXPENSE</b><br><b>5-02-03-050</b><br><b>GENERAL FUND 2023</b><br>Purpose/Remarks: Hospital In-Patients Subsistence for July-September 2023.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | <b>424,000.00</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: 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.
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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.
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  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

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

## INVITATION TO QUOTE

Date: July 31, 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   | 1102-AM-23 | Supply/Delivery of Chicken.<br>Please see attached RFQ. | ₱ 199,200.00 | Staggered Basis<br>Delivery | PGSO<br>Warehouse | Small Value<br>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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 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  
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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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INVITATION TO QUOTE

Date: July 31, 2023

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 (AMP) (Procurement).

| Office | PR        | Description               | AAC          | Delivery Period | Place of Delivery | Mode of Procurement |
|--------|-----------|---------------------------|--------------|-----------------|-------------------|---------------------|
| DSRH   | 102-AM-23 | Supply/Issuance of Office | ₱ 192,000.00 | Business Hours  | Province          | Procurement         |

Interested suppliers 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.

2. Price Quotations to be returned to the following e-mail on August 08, 2023:

Address: Procurement Office (Room 4, 2023) Room 4 - Procurement Management Office, Capital Building, Digos City. Date of Opening (August 08, 2023) - Room 4, Executive Building, Barangay Maiti, Digos City.

3. Request for Quotation's opening shall be on August 08, 2023 at 9:00 a.m. at Mayor's Hall, Davao del Sur, Digos City.

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

5. If applicable, brand names shall be indicated in the RFP by the participating supplier. In the absence of brand names, effort shall be sufficient ground for disqualification of the participating supplier/bidder.

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

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

8. 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 in any form prior to contract award in accordance with Section 32 and 41 of the RA 9179 revised at RA 9184, without thereby incurring liability to the affected bidder or bidders.

For further information, please refer to:

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

MR. YORJANZA M. CAMAGUIAN, MBA  
PRD-Chief Administrative Officer  
Head BAC Secretary  
Procurement Management Office  
Room 4, Executive Building, Barangay Maiti, Digos City  
Website: [www.pgo.gov.ph](http://www.pgo.gov.ph)  
Email: [bac@pgo.gov.ph](mailto:bac@pgo.gov.ph)  
Telephone No: (082) 252-9279  
Mobile No: 0965-229-0228, 0966-074-7142  
Fax: 09-432-2024, 0946-104-2281

BERRANIE BEAT-SAYAGUEZ, CPA, JLR  
Provincial Engineer (Civil)  
BAC Chairperson





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

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

Small Value Procurement (Sec 53.9)

July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before August 08, 2023) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (August 08, 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.: 1102-AM-23

End User:

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

Dated: 07/29/2023

DSPH

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        | kg   | CHICKEN, dressed   | 830 | 199,200.00                               | 240.00                                  |                                 |            |
|          |      | Note: Delivery will be in staggered basis per demand of the end-user.  |     |  |   |                                 |            |
|          |      | Charges: <b>FOOD SUPPLIES EXPENSE</b><br><b>5-02-03-050</b><br><b>GENERAL FUND 2023</b><br>Purpose/Remarks: Hospital In-Patients Subsistence for July-September 2023.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |     | 199,200.00                               |   |                                 |            |

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)



Republic of the Philippines  
PROVINCE OF DAVAO DEL SUR  
Mati, Digos City  
CANVASS REQUEST FOR QUOTATION

# GENERAL CONDITION



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



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

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

## INVITATION TO QUOTE

Date: July 31, 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   | 1103-AM-23 | Supply/Delivery of Fish.<br>Please see attached RFQ. | ₱ 284,150.00 | Staggered Basis<br>Delivery | PGSO<br>Warehouse | Small Value<br>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 08, 2023**:  
**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on August 08, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. If applicable, Brand Name shall be indicated in the RFQ by the participating Supplier/s. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. **The Supplier shall notify the PGSO a day before the actual delivery.**
9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

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

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

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





INVITATION TO QUOTE

Date: July 31, 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 | Item     | Description              | ABC          | Delivery Period      | Place of Delivery | Method of Procurement   |
|--------|----------|--------------------------|--------------|----------------------|-------------------|-------------------------|
| DASH   | 103-24-2 | Supply Delivery of Paper | ₱ 124,150.00 | Maguindanao Province | Worayworey        | Small Value Procurement |

- Interested 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.
- Bids/Quotations must be delivered to the following at 9:00am on August 08, 2023:  
Advance Dropping (before August 08, 2023) Room 4, Procurement Management Office, Executive Building, Matig, Digos City.  
Date of Opening (August 08, 2023) – Ration Hall, Ilogan del Sur, Cotabato Province, Davao del Sur.
- Quotation for Quotation opening shall be on August 08, 2023 at 9:00 a.m. at Ration Hall, Ilogan del Sur, Cotabato Province, Davao del Sur.
- Last enclosed Request for Quotation's form shall be accepted. Late bids shall not be accepted.
- If applicable, Brand Name shall be indicated in the RFO by the participating suppliers in the request for brand name. Bids shall be submitted on the date 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 EGSO 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 37(d) and 41 of the RA 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:  
 The BAC Chairperson  
 Provincial Government of Davao del Sur  
 Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
 MS. NORLIANA M. CAMAGUIN, MBA  
 BAC Chairperson  
 Provincial Government of Davao del Sur  
 Executive Building, Barangay Matig, Digos City  
 Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
 Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
 Telephone No. (082) 253-9519  
 Mobile No. (092) 229-0328, 0924-074-1133  
 Fax No. (082) 253-3234, 0924-194-2281

DESKRIPSI BEAT-SANITIZER (PALS)  
 Provincial Budget Office  
 BAC Chairperson





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

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

Small Value Procurement (Sec 53.9)

July 31, 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 08, 2023 @ 9:00 AM:**

Advance Dropping (before **August 08, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**August 08, 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.: **1103-AM-23**

End User:

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

Dated: **07/29/2023**

**DSPH**

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  | kg   | Bangus               | 400 | 92,000.00                                | 230.00                                  |                                 |            |
| 2  | kg   | Bariles              | 427 | 192,150.00                               | 450.00                                  |                                 |            |
| Note: Delivery will be in staggered basis per demand of the end-user   |      |                      |     |  |   |                                 |            |
| Charges: <b>FOOD SUPPLIES EXPENSE</b><br><b>5-02-03-050</b><br><b>GENERAL FUND 2023</b><br>Purpose/Remarks: Hospital In-Patients Subsistence for July-September 2023.<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |      |                      |     | 284,150.00                               |   |                                 |            |

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: 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



# 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 01, 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.<br><br>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 08, 2023**:

**Advance Dropping (before August 08, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (August 08, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6

4. Request for Quotation's opening shall be **on August 08, 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** 8  
(Provincial Budget Officer)  
BAC Chairperson 2









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 1, 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 08, 2023 @ 9:00 AM:**

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

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

Dated: **07/31/2023**

**PGO-OSP**

PGDH-PBO / BAC CHAIRPERSON

| Item No. | Unit | Item and Description   | Qty  | Approved Budget for Contract (ABC) Total | Approved Budget for Contract (ABC) Unit | Supplier's Quotation Unit Price | Brand Name |
|----------|------|--|------|--|---|---------------------------------|------------|
| 1        | roll | Magiscard D YMCKO dye film,300 images<br>SKU:MZ300YMCKO/4<br>300 shots color Ribbon for Magiscard D SU   | 18   | 117,936.00                               | 6,552.00                                |                                 |            |
| 2        | pc   | CCS Blank PVC Card 0.76mm<br>SKU:CCS-PVC-CRD-76<br>CC Blank PVC card 0.76mm,PVC Material, Glossy surface<br>size: 85x54mm<br>thick: 0.76mm-0.8mm   | 6000 | 28,800.00                                | 4.80                                    |                                 |            |
|          |      | Use for existing ID Card Maker:<br><br>*Brand: <b>MAGICARD</b><br>*Model Number: <b>MAGICARD D DUO</b><br>*Serial Number: <b>75505510</b>  |      |  |   |                                 |            |
|          |      | Charges: <b>Account Code: 5-02-03-010</b><br><b>Responsibility Center: 7919-17</b><br><b>Charges: Anti-illegal Drug Program</b><br><b>LGDF-Gen. Fund CY-2023</b><br>Purpose/Remarks: To be used for MAPALAD Program<br>NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT. |      | 146,736.00                               |   |                                 |            |

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
  - 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