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PROVINCE OF DAVAO DEL SUR

OFFICIAL SEAL

Republic of the Philippines

PROVINCE OF DAVAO DEL SUR

Office of the Governor

PROCUREMENT MANAGEMENT OFFICE

BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)

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

Email Add.: [bac.davaodelsur2@gmail.com](mailto:bac.davaodelsur2@gmail.com) (Goods)

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

9 Love Davao del Sur

INVITATION TO QUOTE

Date: January 16, 2024

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
GMDH	0098-AM-24	Supply/Delivery of Purified Drinking Water.  Please see attached RFQ.	₱ 75,600.00	Staggered Delivery Basis	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 January 23, 2024**:
- Advance Dropping (before January 23, 2024)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
**Date of Opening (January 23, 2024)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation’s opening shall be **on January 23, 2024 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: January 16, 2024

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

Office	Item	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
CAHII	0088-AM-24	Supply/Delivery of Purified Drinking Water	P 75,000.00	Immediate Delivery	PCSO Warehouse	Small Value Procurement

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

3. Price Quotations must be delivered to the following at 9:00am on January 23, 2024:

Advance Proposals (Before January 23, 2024) Room 4, Procurement Management Office, Executive Building, Barangay Maiti Digos City.  
Date of Opening (January 23, 2024) - Ralols Hall, Davao del Sur College, Province of Davao del Sur.

4. Request for Quotation's opening shall be on January 23, 2024 at 9:00 a.m. at Ralols Hall, Davao del Sur College, Provincial Office of Davao del Sur.

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

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

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

8. The Supplier shall notify the PCSO 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 to deliver, or not award the contract at any time prior to contract award in accordance with Sections 32.6 and 41 of the 2019 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)

MS. NORIYANNA M. CANAGUIA, MBA  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Barangay Maiti Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone No.: (082) 223-9279  
Mobile No.:  
Globe 0905-239-0250; 0966-974-7142  
Smart 0908-333-2024; 0946-194-2281

BESSAMIE BEAT-SANCHEZ, CPA, JD  
(Provincial Budget Officer)  
BAC Chairperson





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

January 16, 2024

(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 January 23, 2024 @ 9:00 AM:

Advance Dropping (before January 23, 2024) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
Date of Opening (January 23, 2024) – 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.: **0098-AM-24**      End User: **GMDH**      **DESSAMIE BUAT-SANCHEZ, CPA, JD**  
Dated: **01/16/2024**      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	Conts.	Purified Drinking Water Refill (5 gallons/container)	2160	75,600.00	35.00		
		Remarks:					
		-For 1 year consumption					
		-Payment is quarterly					
		-540 Gallons to be delivered quarterly					
		Charges: <b>WATER EXPENSE</b>		75,600.00			
		<b>5-02-04-010</b>					
		<b>STAGGERED DELIVERY</b>					
		<b>STAGGERED PAYMENT</b>					
		Purpose/Remarks: FOR GMDH USE					
		NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.					

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

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

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

**CANVASSER:**

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

Name & Signature of Canvasser

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

☐ Through a Canvasser      ☐ Walk-in Supplier

☐ Downloaded through Philgeps      ☐ Sent through BAC Email

☐ Downloaded through Davao del Sur Website

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

Valid ID

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

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# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: STAGGERED DELIVERY ( PAYMENT & DELIVERED QUARTERLY)
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 OFFERRED. 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" OFFERRED 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



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PROVINCE OF DAVAO DEL SUR  
OFFICIAL SEAL

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

PROCUREMENT MANAGEMENT OFFICE  
BIDS AND AWARDS COMMITTEE

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



INVITATION TO QUOTE

Date: January 16, 2024

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
PWO	0103-AM-24	Supply/Delivery of Commercial Rice.  Please see attached RFQ.	₱ 423,400.00	10 Calendar Days	PGSO Warehouse	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday.**
3. Price Quotations must be delivered to the following at **9:00am on January 23, 2024:**
- Advance Dropping **(before January 23, 2024)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
Date of Opening **(January 23, 2024)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation’s opening shall be **on January 23, 2024 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.
10. Complete Delivery Shall be Strictly Observed by the Supplier and no Partial Delivery Shall be Allowed Except in Meritorious Cases Such as Fortuitous Event, or by Act of the Government or Upon the Approval of the Head of Procuring Entity.

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 Issued: 10/10/24

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

Office	PR	Description	ABC	Delivery	Place of Delivery	Place of Origin
PRC	0101-001-24	Supply of 100kg of Commercial Rice	1-453,400.00	100kg bags	100kg bags	100kg bags

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

3. Bids must be delivered to the following at 9:00am on January 23, 2024:

Advance Proposals (before January 23, 2024) Room 4 Procurement Management Office Capital Bldg., Marikina City. Date of Opening (January 23, 2024) - Kalas Hall, Davao del Sur. Location: Province of Davao del Sur.

4. Request for Quotation (RFQ) shall be on January 23, 2024 at 9:00 a.m. at Kalas Hall, Davao del Sur. Location: Province of Davao del Sur.

5. The prescribed Request for Quotation (RFQ) form is attached. Late bids shall not be accepted.

6. If applicable, Brand Name shall be indicated in the RFQ by the participating supplier. In the absence of brand name, bidder shall be sufficient ground for disqualification of the participating supplier.

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

8. The supplier shall notify the BAC a day before the actual delivery.

9. The Provincial Government of Davao del Sur reserves the right to reject any and all bids deemed to be not in compliance with the terms and conditions of the RFQ. The contract award is subject to the approval of the BAC and the BAC shall not award the contract any time prior to contract award in accordance with Sections 33.6 and 41 of the RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

10. Complete Delivery: Shall be strictly observed by the supplier and no partial delivery shall be allowed. Failure to deliver the goods within the specified period shall be cause for forfeiture of the bid. The BAC shall not be bound by the terms and conditions of the RFQ.

For further information, please refer to:

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

MR. NORIYAMA M. CAMACHO, MBA  
Procurement Administrative Officer  
Head BAC Secretary

Procurement Management Office  
Room 4 Executive Building, Bantayan, Marikina City  
Website: [www.pgo.davao.gov.ph](http://www.pgo.davao.gov.ph)

Email: [bac@pgo.davao.gov.ph](mailto:bac@pgo.davao.gov.ph)  
Telephone No. (082) 521-0232

Mobile No. 0985-229-0232, 0985-229-7112  
Fax No. 0985-229-0232, 0985-229-7112

DESSAMIE REAT-SANCHEZ, CPA, IB  
Procurement Administrative Officer  
BAC Chairperson





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

January 16, 2024

(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 **January 23, 2024 @ 9:00 AM:**

Advance Dropping (before **January 23, 2024**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
Date of Opening (**January 23, 2024**) – 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.: **0103-AM-24**  
Dated: **01/16/2024**

End User:  
**PWO**

**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	Sack	Commercial Rice 50kls/Sack ( Tonner )	145	423,400.00	2,920.00		
		Office/Program : PCSMO-PWO Office/Program Code : 1012 Account Name : Food Supplies Account Code : 5-02-03-050					
		Charges: <b>PCSMO-PWO General Fund 1012 Purpose Food Supplies 5-02-03-050</b> Purpose/Remarks: For the Prisoner's Subsistence of the provincial Warden Office NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		423,400.00			

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

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

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

CANVASSER:

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

Name & Signature of Canvasser

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

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

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

Valid ID

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



# GENERAL CONDITION



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









## INVITATION TO QUOTE

Date: January 23, 2024

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

Office	Item	Description	ABC	Delivery Period	Place of Delivery	Mode of Transportation
Proc.	0104-A3-11	Supply/Delivery of Food Supplies	P 50,750.00	10 calendar days	Proc.	Proc.

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

3. Price Quotations must be delivered to the following at 9:00am on January 23, 2024:

Address: Barangay Matig, Digos City, 8000  
Room 4, Executive Building, Barangay Matig, Digos City, 8000  
Date of Opening: January 23, 2024 at 9:00 a.m. at Bids and Award Committee, Procurement Management Office, Room 4, Executive Building, Barangay Matig, Digos City.

4. Request for Quotation's opening shall be on January 23, 2024 at 9:00 a.m. at Bids and Award Committee, Procurement Management Office, Room 4, Executive Building, Barangay Matig, Digos City.

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

6. If applicable, Brand Name shall be indicated in the RFQ by the participating bidders. In the absence of brand names, offered shall be sufficient ground for disqualification of the participating suppliers/bidders.

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

8. The Supplier shall notify the BAC 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 35.7 of the 2016 Revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

10. Complete delivery shall be strictly observed by the Supplier and no Partial Delivery shall be allowed. In case of non-compliance, the Supplier shall be liable for the approval of the BAC and the Provincial Government.

For further information, please refer to:

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

MR. NORIYAMA M. CAMACHO, MPA

Chief Administrative Officer

Head BAC Secretariat

Procurement Management Office

Room 4, 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) 22-9279

Mobile No.:

Office: 0905-220-0230; 0905-070-7142

Smart: 0905-332-2021; 0910-194-2181

DESSAMIE REAT-SANCHAY, PA, LP  
(Procurement Officer)  
BAC Chairperson





BIDS AND AWARDS COMMITTEE  
CANVASS/REQUEST FOR QUOTATION  
Small Value Procurement (Sec 53.9)

January 16, 2024

(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 January 23, 2024 @ 9:00 AM:

Advance Dropping (before January 23, 2024) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
Date of Opening (January 23, 2024) – 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.: 0104-AM-24  
Dated: 01/16/2024

End User:  
PWO

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	Kls	Dried Fish ; (atleast Hawl-Hawl, Marot, Solid )	70	26,600.00	380.00		
2	Case	Sardines in Tomato Sauce Atleast 155g; 100pcs/Case	10	25,600.00	2,560.00		
3	Box	Noodles, 72pcs/Box	20	16,800.00	840.00		
4	Kls	Cooking Oil ( Cooking )	72	8,640.00	120.00		
5	Sack	Brown Sugar, 50kls/sack	2	9,200.00	4,600.00		
6	Kls	Mongo	12	1,440.00	120.00		
7	Kls	Salt atleast Rock Salt	50	1,250.00	25.00		
8	Gallon	Vinegar ( Suka )	20	4,200.00	210.00		
		PCSMO-PWO General Fund 1012,Purpose Food Supplies 5-02-03-050					
		Office/Program: PCSMO-PWO Office/Program Code : 1012 Account Name : Food Supplies Account Code : 5-02-03-050					
		Charges: <b>Food Supplies 5-02-03-050</b> Purpose/Remarks: For the Prisoner's Subsistence of the Provincial Warden Office NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		93,730.00			

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 OFFERRED. 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" OFFERRED 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
16. COMPLETE DELIVERY SHALL BE STRICTLY OBSERVED BY THE SUPPLIER AND NO PARTIAL DELIVERY SHALL BE ALLOWED EXCEPT IN MERITORIOUS CASES SUCH AS FORTUITOUS EVENT, OR BY ACT OF THE GOVERNMENT OR UPON THE APPROVAL OF THE HEAD OF THE PROCURING ENTITY.



INVITATION TO QUOTE

Date: January 16, 2024

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
PWO	0105-AM-24	Supply/Delivery of Assorted Fish.  Please see attached RFQ.	₱ 330,330.00	Staggered Delivery Basis	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 January 23, 2024:**
- Advance Dropping **(before January 23, 2024)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.  
Date of Opening **(January 23, 2024)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation’s opening shall be **on January 23, 2024 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.
10. Complete Delivery Shall be Strictly Observed by the Supplier and no Partial Delivery Shall be Allowed Except in Meritorious Cases Such as Fortuitous Event, or by Act of the Government or Upon the Approval of the Head of Procuring Entity.

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 Issued: 10/01/2024

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

Office	PR	Description	ABC	Delivery	Place of Delivery	Mode of Transportation
FWO	0103-23-11	Supply/Delivery of Assorted Fish	7,350,350.00	Express/Registered Mail	Wangata	Small Value Procurement

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

3. Price Quotations must be delivered to the following address on January 23, 2024:

Advance Dropping before January 23, 2024 from 4:00 p.m. to 5:00 p.m. at Procurement Management Office, Executive Building, Barangay Mani, Digos City.  
Date of Opening (January 23, 2024) - Room 4, Executive Building, Provincial Government of Davao del Sur.

4. Request for Quotation's opening shall be on January 23, 2024 at 9:00 a.m. at Room 4, Executive Building, Provincial Government of Davao del Sur.

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

6. If applicable, Brand Name shall be indicated in the RFO by the participating supplier/s. In the absence of Brand Name, offeror shall be sufficient ground for disqualification of the participating supplier/s.

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

8. The supplier shall notify the BAC a day before the actual delivery.

9. The Provincial Government of Davao del Sur reserves the right to reject any and all bids received a fortnight after the date of the contract or any time prior to contract award in accordance with Sections 54.6 and 41 of the RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

10. Complete Delivery shall be strictly observed by the supplier and no partial delivery shall be allowed except in Meritorious Cases such as fortuitous event, or by Act of the Government or upon the Approval of the Head of Procurement Entity.

For further information, please refer to:

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

MRS. NORIYANA M. CARIAGUIR, MBA

PAO-Chief Administrative Officer

Room 4, Executive Building

Procurement Management Office

Room 4, Executive Building, Barangay Mani, 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) 233-9279

Mobile No.:

0905-230-0835, 0905-974-7143

Fax: 0905-233-2034, 0915-194-2181

DESSAIME BRAT-SABCHIEZ, CPA, LPA  
(Procurement Budget Officer)  
BAC Chairperson





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

January 16, 2024

(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 **January 23, 2024 @ 9:00 AM:**

Advance Dropping (before **January 23, 2024**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.

Date of Opening (**January 23, 2024**) – 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.: **0105-AM-24**

Dated: **01/16/2024**

End User:

**PWO**

**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	Kls	Assorted Fresh Fish : Bangus, Pirit,Borot Tulingan Budboron; atleast..	1365	330,330.00	242.00		
		Staggared Delivery Basis Based on the Demand of the End-User Office/Program : PCSMO-PWO Office/Program Code : 1012 Account Name : Food Supplies Account Code : 5-02-03-050					
		Charges: <b>Food Supplies 5-02-03-0580</b> <b>PCSMO-PWO General Fund 1012, Purpose Food Supplies 5-02-03-050</b> Purpose/Remarks: For the Prisoner's Subsistence of the provincial Warden Office NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		330,330.00			

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

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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 BASIS BASED ON THE DEMAND OF THE 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.
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  - c. TAMPERED ENVELOPE
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  - a. COMPANY NAME
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  - 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:
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  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS