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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
Email Add.: bac.davaodelsur2@gmail.com (Goods)
sbacadavaodelsur@gmail.com (Infra)

INVITATION TO QUOTE

Date: January 18, 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	0111-AM-24	Supply/Delivery of Food Supplies. Please see attached RFQ.	₱ 106,750.00	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 25, 2024**:
- Advance Dropping (before January 25, 2024)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (January 25, 2024) – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation’s opening shall be **on January 25, 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

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
Email: 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
Matti, Digos City
BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION
Small Value Procurement (Sec 53.9)

January 18, 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 25, 2024 @ 9:00 AM:**

Advance Dropping (before **January 25, 2024**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (**January 25, 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.: **0111-AM-24**

End User:

Dated: **01/18/2024**

GMDH

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	Kg	Bihon	30	4,500.00	150.00		
2	Pouch	Black beans 100g	30	900.00	30.00		
3	Kgs	Black Pepper powder	2	2,000.00	1,000.00		
4	Gal	Catsup 1 Gallon	4	1,200.00	300.00		
5	Kgs	Chicken Dressed	120	28,800.00	240.00		
6	Pouch	Chicken coating Mix 238g	16	1,920.00	120.00		
7	Pack	Coffee 3 in 1, 780g (30 sachet x 26g)	8	2,000.00	250.00		
8	Can	Corned Beef 230g	60	6,000.00	100.00		
9	Can	Dry peas 155g	30	900.00	30.00		
10	Pcs	Eggs (Large)	500	5,000.00	10.00		
11	Kgs	Flour	6	510.00	85.00		
12	Kgs	Hotdog Regular	60	10,800.00	180.00		
13	Can	Luncheon Meat 375g	50	6,000.00	120.00		
14	Kgs	Miki, Fresh (1 kilo per bag)	30	1,500.00	50.00		
15	Packs	Monosodium Glutamate 10g x 18	18	1,530.00	85.00		
16	Kgs	Oil Cooking (Veg/Coco)	90	10,800.00	120.00		
17	Pouch	Pineapple Tidbits 115g	30	1,050.00	35.00		
18	Can	Pork and beans 220gm	60	3,000.00	50.00		
19	Pack	Powdered choco Malt Milk drink 12 sachet 288g (24gx12)	12	2,040.00	170.00		
20	Kgs	Salt (Iodized)	30	750.00	25.00		
21	Can	Sardines (155g)	30	780.00	26.00		
22	Can	Sausage 70g	30	1,350.00	45.00		
23	Pack	Seasoning 120g (8g x 16 sachet)	18	2,160.00	120.00		
24	Pouch	Sinigang Powder 22g	36	1,080.00	30.00		
25	Pack	Sotanghon 500gm/pack	20	2,400.00	120.00		
26	Gal	Soy sauce	8	1,840.00	230.00		
27	Kgs	Sugar (Brown)	6	600.00	100.00		
28	Pouch	Tocino Mix 120gms	24	1,080.00	45.00		
29	Pouch	Tomato sauce 115g	30	900.00	30.00		
30	Gals	Vinegar	16	3,360.00	210.00		

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

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

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

CANVASSER:

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

Name & Signature of Canvasser

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

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

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

Valid ID

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

GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: STAGGERED DELIVERY BASIS
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
Matti, Digos City
BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION
Small Value Procurement (Sec 53.9)

January 18, 2024

(Company Name & Address)

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PR. NO.: 0111-AM-24 End User: **DESSAMIE BUAT-SANCHEZ, CPA, JD**
Dated: 01/18/2024 **GMDH** 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
		Charges: FOOD SUPPLIES EXPENSE 5-02-03-050 STAGGERED PAYMENT STAGGERED DELIVERY Purpose/Remarks: FOR GMDH IN-HOSPITAL SUBSISTENCE FOR JANUARY TO JUNE 2024 NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		106,750.00			

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

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CANVASSER:

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☐ Downloaded through Davao del Sur Website

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

Valid ID

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

Page 2 of 2

GENERAL CONDITION



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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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PROCUREMENT MANAGEMENT OFFICE
BIDS AND AWARDS COMMITTEE

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INVITATION TO QUOTE

Date: January 18, 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
DILG	0114-AM-24	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 98,000.00	Per Schedule of Activity	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 25, 2024:**
- Advance Dropping (before January 25, 2024)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (January 25, 2024) – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation’s opening shall be **on January 25, 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

MS. NORJANNA M. CAMAGUIN, MPA
PMO-Chief Administrative Officer
Head BAC Secretariat
Procurement Management Office
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DESSAMIE BUAT-SANCHEZ, CPA, J.D
(Provincial Budget Officer)
BAC Chairperson



INVITATION TO QUOTE

18 January 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	PR	Description	ABC	Delivery Period	Place of Delivery	Place of Procurement
REG	0114-A-M-34	Supply Delivery of Cans of Soda	P.00000.00	For Production of Activity	Western	Small Value Procurement

2. Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Bantayan Street, Digos City from 9:00 a.m. to 5:00 p.m., Monday to Friday.

3. Price quotations must be delivered to the following address on January 25, 2024:

Address: Procurement Management Office, Executive Building, Bantayan Street, Digos City.
Date of Opening (January 25, 2024) - 9:00 a.m. at the Provincial Government of Davao del Sur.

4. Request for Quotation's opening shall be on January 25, 2024 at 9:00 a.m. at the Provincial Government of Davao del Sur.

5. Late submitted 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. 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 PGO 3 days before the actual delivery.

9. The Provincial Government of Davao del Sur reserves the right to reject any and all bids which it deems to be in violation 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@pgo.gov.ph

MR. NORIYAMA M. CANACUAN, MBA
BAC Chairperson
Procurement Management Office

Room 4, Executive Building, Bantayan Street, Digos City
Website: www.pgo.gov.ph

Phone: (082) 222-2222

Mobile: 0905-222-2222
Fax: 0905-222-2222
Smart: 0905-222-2222

DEPARTMENT OF BUDGET MANAGEMENT
Procurement Management Office
BAC Chairperson



Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
Matti, Digos City
BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION
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PR. NO.: **0114-AM-24**
Dated: **01/18/2024**

End User:
DILG

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	pax	Catering services for conduct of ELCAC integration cum Public Participation of Barangay Newly Elected Officials for 2 days One meal and Two Snacks - BUFFET JANUARY 30, 2024 (130 PAX) Menu: AM Snacks: Hamburger with 195ml softdrinks Lunch: Plain rice beef steak, buffalo wings, sotanghon soup, fresh fruits 195ml softdrinks PM Snacks: Siopao chicken asado with 230ml bottled juice One meal and Two Snacks - BUFFET JANUARY 31, 2024 (115 PAX) Menu: AM Snacks: Jelly roll with 195ml softdrinks Lunch: Plain rice, garlic chicken, fish sweet and sour (tuna belly) Law-oy gulay, fresh fruits, and 195ml softdrinks PM Snacks: Ensaymada with 230ml bottled juice - in addition: Free coffee/milo in every meeting Green Procurement Technical Specifications: 1. use of waxed carton instead of styrofoam (packed meal) 2. use of stainless steel, wooden/bamboo spoon and fork instead of plastic spoon/fork 3. use of glass, disposable paper cup instead of disposable plastic cup 4. use of stainless teaspoon, wooden popsicle sticks instead of plastic Stirrer 5. use of glass personal tumbler instead of single-use plastic bottled water 6. use of glass bottled softdrinks instead of single-use plastic softdrinks bottle 7. use of paper straw instead of plastic straw 8. reduce usage of disposable containers for food, drink and condiments.	245	98,000.00	400.00		

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

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 - 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
Matti, Digos City
BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION
Small Value Procurement (Sec 53.9)

January 18, 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 25, 2024 @ 9:00 AM:**

Advance Dropping (before **January 25, 2024**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (**January 25, 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.: **0114-AM-24**
Dated: **01/18/2024**

End User:
DILG

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
		Charges: CY 2024 LGDF - General fund - Peace and Order Program - Support to Davao del Sur Task Force ELCAC (Responsibility Center: 7919-34, Account code:05-02-99-030) Purpose/Remarks: Conduct of ELCAC integration cum Public Participation of Barangay Newly Elected Officials NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		98,000.00			

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

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

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

CANVASSER:

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

Name & Signature of Canvasser

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

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

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

Valid ID

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

GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: PER SCHEDULE OF ACTIVITY
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

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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
Email Add.: bac.davaodelsur2@gmail.com (Goods)
sbadavaodelsur@gmail.com (Infra)



INVITATION TO QUOTE

Date: January 19, 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 Shopping (Sec 52.1.b)**.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PMO	0122-AM-24	Supply/Delivery of Laptop w/ Printer. Please see attached RFQ.	₱ 70,000.00	15 Working 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 January 25, 2024**:

Advance Dropping (before January 25, 2024) Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (January 25, 2024) – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6

4. Request for Quotation’s opening shall be **on January 25, 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

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
Email: 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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Phone: 0082-330-2034 / 0019-104-5321
 0082-330-2034 / 0019-104-5321
 Mobile: 0082-330-2034 / 0019-104-5321

Address: 0082-330-2034 / 0019-104-5321

Website: 0082-330-2034 / 0019-104-5321

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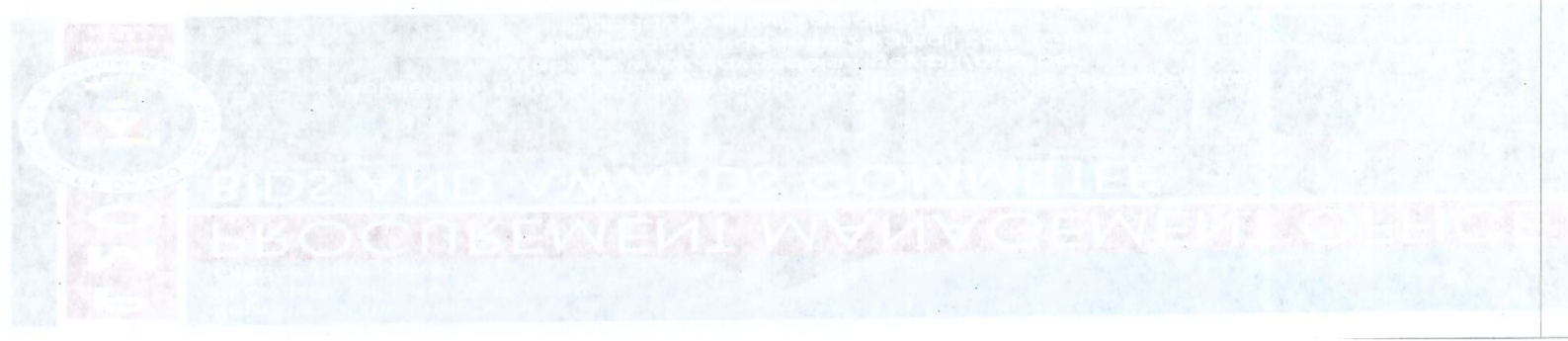
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Republic of the Philippines
PROVINCE OF DAVAO DEL SUR
Matti, Digos City

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Shopping (Sec 52.1.b)

January 19, 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 25, 2024 @ 9:00 AM:**

Advance Dropping (before **January 25, 2024**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (**January 25, 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.: **0122-AM-24**
Dated: **01/19/2024**

End User:
PMO

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	LAPTOP WITH PRINTER Laptop Specifications: -Core i5-11th generation or higher -At least 8GB DDR4 -At least 512GB NVMe SSD -Integrated graphics -Windows 11 Home Single Language OS (genuine) -MS Office Pre-installed 2021 -with complete accessories: laptop bag, mouse, mousepad Printer Specifications: -Print, Scan and Copy -Ink Tank design -Duplex-Printing -Ethernet, Wi-Fi Direct Green Specifications: *ICT Equipment which fulfills at least ENERGY Star 6.1 Computers and 7.0 for monitor criteria *In case of desktop computers. The supplier shall supply products which memory & hard disk are readily accessible and can be changed easily for upgrades. *Availability of replacement batteries and power supplies is guaranteed for at least 5 years after end of production *In recyclable packages NOTE: 1. Delivery period 15 working days 2. Warranty period at least 1 year	1	70,000.00	70,000.00		
		Charges: 1-07-05-030 ICT Equipment 1018 Procurement Management Office Purpose/Remarks: for the use of PMO Office NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		70,000.00			

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 15 WORKING 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 SUPPLIERS. 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 THE BREAKING IS OF A MINIMUM AMOUNT (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.

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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
Email Add.: bac.davaodelsur2@gmail.com (Goods)
sbacdavaodelsur@gmail.com (Infra)

I Love Davao del Sur

INVITATION TO QUOTE

Date: January 19, 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 Shopping (Sec 52.1.b).

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
SP-Secretariat	0123-AM-24	Supply/Delivery of Office Supplies. Please see attached RFQ.	₱ 64,006.00	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 January 25, 2024:**

Advance Dropping (before January 25, 2024) Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (January 25, 2024) – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6

4. Request for Quotation’s opening shall be **on January 25, 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

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
Email: 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. *a*
(Provincial Budget Officer)
BAC Chairperson

R

BVC Certification
(Bidding and Project Control)
БЕЗЪВЪНЕ ВЪВЕДЕНИЯ СЪВЪТО

Звън 0800-335-3034 / 0810-100-3381
Офис 0800-335-0232 / 0800-030-1145
Мобил 0800-335-0232 / 0800-030-1145
Телефон 0800-335-0232
Email: bvc@bvc.gov.bg
Website: www.bvc.gov.bg
Room 4, Executive Building, Building Main, Office City
Procurement Management Office
Head BVC Secretariat
BVC Chief Administrative Officer
ИЗЪВЪНЕ ВЪВЕДЕНИЯ СЪВЪТО

Email: bvc@bvc.gov.bg
Procurement Management Office of BVC
The BVC Secretariat

For further information please refer to:

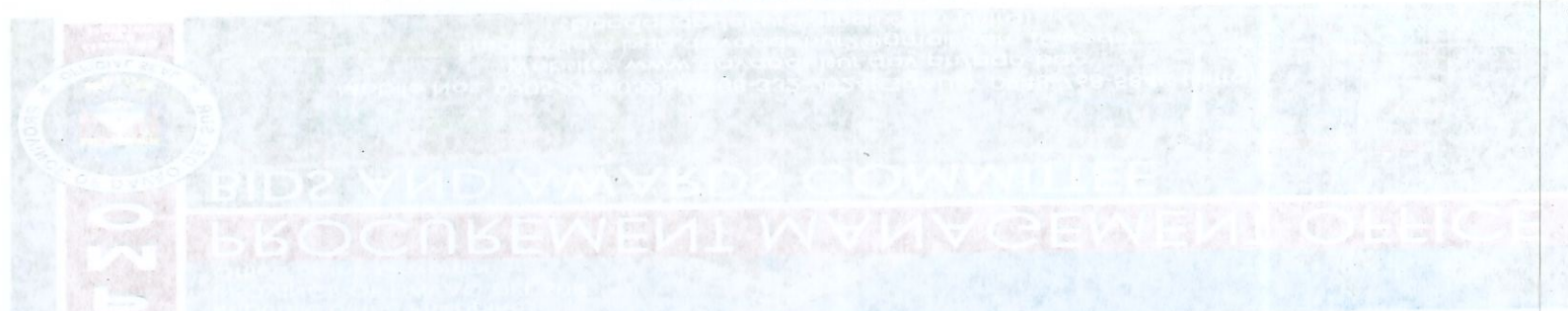
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100. Bidding and Project Control

Order	Item	Description	Unit	Price	Quantity	Total
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1. The Procurement Management Office of BVC is responsible for the following tasks:

Date: January 18, 2024

INITIALS AND SIGNATURE





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

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Shopping (Sec 52.1.b)

January 19, 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 25, 2024 @ 9:00 AM:

Advance Dropping (before January 25, 2024) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.
Date of Opening (January 25, 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.: 0123-AM-24
Dated: 01/19/2024

End User:
SP - Secretariat

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	REAM	BOND PAPER ORDINARY, SHORT, SUB.16	15	3,855.00	257.00		
2	REAM	BOND PAPER ORDINARY, LEGAL, SUB.16	50	12,500.00	250.00		
3	REAM	BOOK PAPER, LEGAL, 70 GSM.	25	7,500.00	300.00		
4	REAM	BOOK PAPER, A4, 70 GSM.	15	4,200.00	280.00		
5	REAM	BOOK PAPER, LEGAL, 80 GSM.	15	4,800.00	320.00		
6	PC	STAMP PAD, FELT, MEDIUM SIZE	5	450.00	90.00		
7	PC	CORRECTION TAPE, 5MMX10M	20	900.00	45.00		
8	PACK	BATTERY, AAA, 3 PCS./PACK	10	2,600.00	260.00		
9	PC	SIGN PEN, EXTRA FINE TIP, BLACK, .5	30	1,500.00	50.00		
10	PC	SIGN PEN EXTRA FINE TIP, RED, .7	10	500.00	50.00		
11	BOX	RUBBER BOND NO.18	2	520.00	260.00		
12	SET	MARKER, FLOURESCENT (3PCS/SET)	5	700.00	140.00		
13	PC	MARKER, PERMANENT, BLACK	10	1,000.00	100.00		
14	BOX	MAILING ENVELOPE	2	2,020.00	1,010.00		
15	PC	BALLPEN, BLACK(70), BLUE(30)	100	1,200.00	12.00		
16	PC	DATA FILE BOX	10	2,570.00	257.00		
17	PC	PRINTER INK,T6641,BLACK,GENUINE FOR EPSON PRINTER L210	6	2,442.00	407.00		
18	PC	PRINTER INK, 003,BLACK,GENUINE FOR EPSON PRINTER L5290	7	2,849.00			
19	PC	PRINTER INK, 003,MAGENTA,GENUINE FOR EPSON PRINTER L5290	5	2,035.00	407.00		
20	PC	PRINTER INK, 003, YELLOW, GENUINE FOR EPSON PRINTER L5290	5	2,035.00	407.00		
21	PC	PRINTER INK, 003, CYAN, GENUINE FOR EPSON PRINTER L5290	5	2,035.00	407.00		
22	PC	FLASH DRIVE, 16GB CAPACITY	5	2,285.00	457.00		
23	BOX	FASTENER, NON-SHARP EDGE	30	2,910.00	97.00		
24	JAR	ALL PURPOSE GLUE, 130 ml.	5	600.00	120.00		
		Charges: 1022-SP SECRETARIAT 5-02-03-010 (OFFICE SUPPLIES) Purpose/Remarks: FOR THE USE OF SANGGUNIANG PANLALAWIGAN-SECRETARIAT, THIS PROVINCE. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		64,006.00			

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 SUPPLIERS. 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 THE BREAKING IS OF A MINIMUM AMOUNT (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)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).

11. FOR RFQ'S 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. RFQ'S SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.

13. RFQ'S/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.