

# 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: July 03, 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	0851-AM-23	Supply/Delivery of Enhanced Nutribun, Squash and Carrot Flavors.  Please see attached RFQ.	₱ 92,100.00	30 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 July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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 11, 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	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PHO	1021-AAA-23	Supply/Delivery of 1-tonned Nutrition, Iodized and Calcium Flakes	P.02,100,000	30 Calendar Days	PHO, Zamboanga	Small Value Procurement

- Interested bidders may obtain information from the Procurement Management Office, Room 4 Executive Building, Pangasinan, Digos City from 8:00 a.m. -- 4:00 p.m., Monday to Friday.
- Bids/Quotes must be delivered to the following at 9:00am on July 11, 2023:  
Advance Dropping (before July 11, 2023) Room 4 Procurement Management Office, Capital Building, Digos City, Date of Opening (July 11, 2023) - Kaloria Hall, Davao del Sur Coliseum, Province of Davao del Sur.
- Request for Quotation's opening shall be on July 11, 2023 at 9:00 a.m. at Kaloria Hall, Davao del Sur Coliseum, Province of Davao del Sur.
- Use provided Request for Quotation's form as attached. Late bids shall not be accepted.
- If applicable, Brand Name shall be indicated in the RFO by the participating bidders. 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 PGO a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a bidder as not award the contract at any time prior to contract award in accordance with sections 32.6 and 41 of the L115 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. NORI ANNA MC CAMAGUI, MBA  
PHO-Chief Administrative Officer  
Head BAC, Procurement Management Office  
Room 4, Executive Building, Pangasinan, Digos City  
Web Site: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
Telephone No.: (082) 522-9279  
Mobile No.:  
Globe: 0905-229-0229; 0908-974-7142  
Smart: 0908-221-0224; 0948-194-2241

DESSAIE BUAT-SANCHEZ CPA, LD  
Procurement 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 3, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.

Date of Opening (**July 11, 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.: **0851-AM-23**

End User:

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

Dated: **06/08/2023**

**PHO**

PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	piece	Enhanced Nutribun, Squash and Carrot Flavors, 120g Supplier must have DOST-FNRI Certification	1800	36,000.00	20.00		
2	piece	Enhanced Nutribun, Squash and Carrot Flavors, 60g Supplier must have DOST-FNRI Certification	5100	56,100.00	11.00		
		Note: Please see the attached delivery schedule.					
		Nutrition Program- 4919-02 LGDF-General Fund CY 2023 Food Supplies Expenses 5-02-03-050 Amount: Php 89,700.00					
		Charges: <b>Nutrition Program- 4919-02</b> <b>LGDF-General Fund CY 2023</b> <b>Food Supplies Expenses 5-02-03-050</b> <b>Amount: Php 89,700.00</b> Purpose/Remarks: For Dietary supplementation for nutritionally at-risk pregnant women and stunted 6-23 months old children use NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>92,100.00</b>			

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

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

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

**CANVASSER:**

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

\_\_\_\_\_  
Name & Signature of Canvasser

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

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

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

\_\_\_\_\_  
Valid ID

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

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

# GENERAL CONDITION

Request for Quotation



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 30 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 TWO (2) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS

CANVASSER:

Name & Signature of Canvasser

HOW TO USE: HE SHOULD CHECK THE NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE

Through a Canvasser, the BAC shall receive the RFQs and shall check the name and signature of the Proprietor or its duly authorized representative.

Downloaded from the BAC Email

Downloaded from the BAC Email

## DELIVERY SCHEDULE

*Note: The first delivery is 30 days upon receipt of the Purchase Order while the remaining deliveries are upon request by the end user. Payment is every month.*

DELIVERY NO.	UNIT	ITEM AND DESCRIPTION	QUANTITY TO BE DELIVERED
1	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	850
2	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	850
3	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	850
4	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	850
5	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	850
6	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	850

Prepared by:

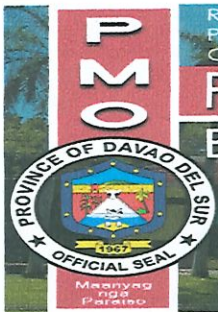
  
**Glory Mae C. Agustin**  
 Nutritionist Dietitian - COS

# DELIVERY SCHEDULE

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	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	650
3	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	650
4	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	650
5	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	650
6	piece	Enhanced Nutribun, Squash and Carrot Flavors (120g)	300
	piece	Enhanced Nutribun, Squash and Carrot Flavors (60g)	650

Prepared by:  
  
 Glory Mae C. Agustin  
 Nutritional Dietitian - COS



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

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

*I Davao Davao del Sur*

## INVITATION TO QUOTE

Date: July 05, 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-Maintainance	0928-AM-23-A	Supply/Delivery of Automatic Door Closer. Please see attached RFQ.	₱ 24,600.00	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 July 11, 2023:**  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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)  
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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)

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

July 5, 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 July 11, 2023 @ 9:00 AM:

Advance Dropping (before July 11, 2023) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (July 11, 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-A**

End User:

**DESSAMIE BUAT SANCHEZ, CPA, JD**

Dated: **06/21/2023**

**PEO - Maintenance**

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
5	unit	AUTOMATIC DOOR CLOSER, (Hydraulic Spring Closer) Specifications: - Applicable Door Weight: at least 60kg capacity - Applicable Door width: 700-900mm - Material: Aluminum	2	7,600.00	3,800.00		
7	bottle	OIL 10W30, 1.0 liters per bottle (oil for brush cutter)	20	17,000.00	850.00		
		Charges: <b>8753 PEO Maintenance Division 5-02-03-990</b> <b>Other Supplies &amp; Materials Expense</b> Purpose/Remarks: For use in the PEO- Maintenance Division NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>24,600.00</b>			

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

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

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

**CANVASSER:**

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

\_\_\_\_\_  
 Name & Signature of Canvasser

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

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

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

\_\_\_\_\_  
 Valid ID

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

# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD WITHIN 10 CALENDAR DAYS UPON RECEIPT OF P.O.
3. PLACE OF DELIVERY SHALL BE MADE AT PGSO WAREHOUSE, PROVINCIAL CAPITOL, MATTI, DIGOS CITY.
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
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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.
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13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS

CANVASSER

Name & Signature of Canvasser

Date of the RFQ

Name & Signature of Proprietor or its duly authorized representative

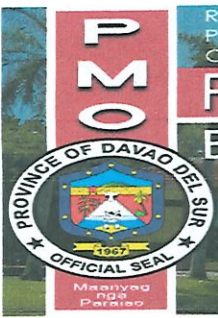
Date of the RFQ

Name & Signature of Canvasser

Date of the RFQ

Name & Signature of Proprietor or its duly authorized representative

Date of the RFQ



# PROCUREMENT MANAGEMENT OFFICE BIDS AND AWARDS COMMITTEE

Mobile Nos. 0905-229-0526/0908-332-2024 (Goods), 0948-768-5848 (Infra)  
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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: July 05, 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
PDRRMO	0929-AM-23-A	Supply/Delivery of Air Compressor Dust Duster Trigger & Tire Inflator w/ Gauge.  Please see attached RFQ.	₱ 3,900.00	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 July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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

7



**BIDS AND AWARDS COMMITTEE**  
**PROCUREMENT MANAGEMENT OFFICE**

**INVITATION TO QUOTE**

Date: July 05, 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 (Small Value Procurement):

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PORARIO	003-A-11-17	Supply/delivery of Air Compressor Dust Gator, Filter & Tim Follow w/ Gauge. <i>(Note: see attached RTO)</i>	P-2,000.00	10 Calendar Days	PGSO Warehouse	Small Value Procurement

- Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Bangangay, Marikina City from 8:00 a.m. - 4:00 p.m., Monday to Friday.
- Price quotations must be delivered to the following at 9:00am on July 11, 2023.
- Advance Bidding (before July 11, 2023) Room 4 Procurement Management Office, Capital Building, Marikina City, Davao del Sur (July 11, 2023) - (Rafael Hall, Davao del Sur, Cotabato, Province of Davao del Sur).
- Request for Quotation's opening shall be at Rafael Hall, Davao del Sur, Cotabato, Province of Davao del Sur.
- Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
- If applicable, Brand Name shall be indicated in the RFO by the participating supplier in the absence of brand name. Offered shall be sufficient ground for disqualification of the participating supplier.
- Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.
- The supplier shall notify the PGSO a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 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.davao@psg.gov.ph](mailto:bac.davao@psg.gov.ph)  
 MS. NORLINA M. CANGALIN, MBA  
 PMO-Chief Administrative Officer  
 Head BAC Secretariat  
 Procurement Management Office  
 Room 4, Executive Building, Bangangay, Marikina City  
 Website: [www.psg.gov.ph](http://www.psg.gov.ph)  
 Email: [bac.davao@psg.gov.ph](mailto:bac.davao@psg.gov.ph)  
 Telephone No.: (082) 223-9319  
 Mobile No.:  
 Globe 0904-520-0728, 0960-974-7142  
 Smart 0908-332-2021, 0948-194-2281

DESSAMIE BRAT-SAMHEZ, CPA, IB  
 (Procurement Officer)  
 BAC Chairperson



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

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

Small Value Procurement (Sec 53.9)

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

July 5, 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 July 11, 2023 @ 9:00 AM:

Advance Dropping (before July 11, 2023) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.

Date of Opening (July 11, 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.: 0929-AM-23-A

End User:

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

Dated: 06/21/2023

PDRRMO

PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	unit	Air Compressor Dust Duster Trigger - handle 1/4 compressed alloy	1	1,700.00	1,700.00		
2	unit	Tire Inflator with Gauge - MP600000AV	1	2,200.00	2,200.00		
		Charges: Trust Fund CY 2021 Other Supplies 5-02-03-990 Purpose/Remarks: For use of PDRRMO. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		3,900.00			

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 TWO (2) BRANDS ONLY. BRAND REPLACEMENT SHALL NOT BE ALLOWED.
9. IF THE SUBJECT ITEMS FOR TIE BREAKING IS OF A MINIMUM AMOUNT (P 1.00 TO P 1,000.00), THE AWARD WILL BE GIVEN TO THE LOWEST CALCULATED AND RESPONSIVE BIDDER WITH THE HIGHEST TOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPE PROPERLY SEALED AND MARKED (EXCEPT FOR RFQ'S SUBMITTED THROUGH THE BAC EMAIL).
11. FOR RFQs SUBMITTED THROUGH BAC EMAIL, THE BAC/BAC SECRETARIAT SHALL TAKE NO RESPONSIBILITY AND ACCOUNTABILITY AS TO PRE-MATURE EXPOSURE OF THE PRICE QUOTATION/S.
12. RFQs SENT THROUGH BAC EMAIL MUST BE ACCOMPANIED WITH CERTIFICATION OR AUTHORIZATION AND VALID ID THAT INDEED THE REPRESENTATIVE IS THE AUTHORIZED SIGNATORY.
13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
  - a. NOT ENCLOSED IN AN ENVELOPE
  - b. ENVELOPE NOT SEALED
  - c. TAMPERED ENVELOPE
14. ENVELOPE MUST BE MARKED WITH THE FOLLOWING DETAILS:
  - a. COMPANY NAME
  - b. CONTACT NUMBER
  - c. PURCHASE REQUEST NO. & DATE
  - d. SCHEDULE OF DROPPING/BID OPENING
15. FAILURE TO FILL-OUT ALL THE NECESSARY DETAILS IN THE RFQ (FRONT PAGE) SHALL MEAN AUTOMATIC DISQUALIFICATION OF THE BIDDER:
  - a. COMPANY NAME AND ADDRESS
  - b. NAME AND SIGNATURE OF THE PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE
  - c. VALID ID
  - d. TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS

CANVASSER:

NAME & SIGNATURE OF CANVASSER

HOW TO RETURN: RETURN TO THE CANVASSER'S OFFICE ONLY. CHECK THE CANVASSER'S OFFICE FOR THE RETURN ADDRESS.

NAME & SIGNATURE OF PROPRIETOR OR ITS DULY AUTHORIZED REPRESENTATIVE

VALID ID

TELEPHONE/CELLPHONE NO. AND/OR EMAIL ADDRESS



**INVITATION TO QUOTE**

**Date: July 04, 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
COMELEC	0970-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 79,950.00	Per Schedule of Activity	Place of Activity	Small Value Procurement
PSWDO	0980-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 87,500.00	July 21, 2023	Place of Activity	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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

1  
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**INVITATION TO QUOTE**

Date: July 04, 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	Mode of Procurement
COMLEC	0070-041-23	Supply Delivery of Carriage Services	P 20,000.00	For Schedule of Activity	Place of Activity	Small Value Procurement
PSWC	0070-041-23	Supply Delivery of Carriage Services	P 27,500.00	For Schedule of Activity	Place of Activity	Small Value Procurement

- Interested bidders may obtain information from the Procurement Management Office, Room 4 Executive Building, Barangay Maiti, Digos City from 8:00 a.m. - 4:00 p.m., Monday to Friday.
- Price Quotation must be delivered to the following: **9:00am on July 11, 2023**
- Advance Bidding (Date: **July 11, 2023**) Room 4 Procurement Management Office, Capital Building, Maiti, Digos City, Davao del Sur (Date: **July 11, 2023**) - Room Hall, Davao del Sur Coliseum, Province of Davao del Sur
- Request for Quotation's opening shall be on **July 11, 2023 at 9:00 a.m.** at Room Hall, Davao del Sur Coliseum, Province of Davao del Sur.
- The enclosed Request for Quotation form is attached. Late bid shall not be accepted.
- If applicant's Brand Name shall be indicated in the RfQ by the participating supplier in the absence of brand name, brand 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 PGSO a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a failure of bidding or not award the contract at any time prior to contract award in accordance with Sections 52.6 and 41 of the 2016 Revised RA No. 9164, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

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

**MR. NORLINA M. CAVAGUIN, MBA**  
 PMO-Chief Administrative Officer  
 Head BAC Secretariat  
 Procurement Management Office  
 Room 4 Executive Building, Barangay Maiti, Digos City  
[Email: Procurement@pswc.gov.ph](mailto:Procurement@pswc.gov.ph)  
[Email: Procurement@pswc.gov.ph](mailto:Procurement@pswc.gov.ph)  
 Telephone No. (082) 583-0579  
 Mobile No. 0907-529-0576; 0906-974-7143  
 Smart 0908-330-0024; 0946-194-1281

**DESSAMIE BUAT-SARACHEZ, 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 4, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**July 11, 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.: **0970-AM-23**

End User:

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

Dated: **07/03/2023**

**COMELEC**

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
		CATERING SERVICES Provincial Meeting with the EO's and EA's (Except October 27 to 31, Preparation and Election Day) Meals and Snacks to be serve at the Provincial COMELEC Office, Matti, Digos City on:					
1	pax	July 28, 2023 Snacks: linuyang saging, palitaw, juice can Lunch: rice, Kinilaw malasugi, buttered chicken, Sweet n sour tuna fish , Asparagus soup , watermelon,binangay saging Juice can, bottle softdrinks 200 ml Snacks: Tuna Sandwich with scramble egg, French Fries, juice can	25	10,750.00	430.00		
2	pax	August 31, 2023 Snacks: Cassava cake, palitaw, Juice can Lunch: rice, chicken adobo (bisaya), fish tuna tinola, Fish fillet(tuna),binangay saging, pineapple, Watermelon, assorted juice can Snack: bingka, palitaw, buko juice	25	10,750.00	430.00		
3	pax	September 29, 2023 Snacks : cheese burger, French fries, juice can softdrinks Lunch: Rice, sweet n sour fish(tuna)sinigang na Pasayan, garlic chicken, buko salad, juice can, softdrinks Snacks: pritong saging, pritong camote buko juice	25	10,750.00	430.00		
		*Preparation before Election and Election Day October 27 to October 31, 2023*					
4	pax	October 27, 2023 Snacks: tuna sandwich, camote fries, juice can Lunch: Rice,, pritong isda(tuna), Tinolang manok bisaya, Lumpia shanghai(chicken), binangay saging, watermelon Snacks: toasted bread, tuna spaghetti , juice can	10	4,300.00	430.00		
5	pax	October 28, 2023 Snacks: puto cheese, kutsinta, buko juice Lunch: rice,chicken afritada, chopsouey, Garlic chicken, fruit salad, juice can Snacks: special cassava cake, biko, juice can	10	4,300.00	430.00		
6	pax	October 29, 2023 Snacks: bingka, palitaw, juice can Lunch: Rice,kinilaw malasugi, sinugbang isda(barilison) Bihon(chicken) macaroni salad, binangay na saging Juice can Snacks: Pizza , Assorted juice can	10	4,300.00	430.00		
7	pax	October 30, 2023	10	9,000.00	900.00		

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: PER SCHEDULE OF ACTIVITY
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF TWO (2) 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**

Small Value Procurement (Sec 53.9)

July 4, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.

Date of Opening (**July 11, 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.: **0970-AM-23**

End User:

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

Dated: **07/03/2023**

**COMELEC**

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
		Breakfast: Bangsilog(bangus, sinangag rice, itlog), milo, 3 in 1 Coffee Snack: espasol, baye2x, suman, buko juice Lunch: rice, imbao soup, sweet n sour lapu2x,, pritong isda, pako salad, Watermelon Juice can, Snacks: pritong saging, pritong camote, juice can Dinner: Chicken Barbeque(legs and thighs), adobong kangkong, egg soup, atsara, binangay saging, juice can					
8	pax	October 31, 2023 Snacks: Cassava cake, biko, juice can Lunch: rice, chicken adobo, tinolang isda(tuna), pritong isda (tuna), buko salad, watermelon, pineapple, juice can, Softdrinks 200 ml Snacks: hotcake, linuyang saging, juice can	10	4,300.00	430.00		
9	pax	November 24, 2023 Snacks: linuyang saging, palitaw, juice can Lunch: Kinilaw malasugi, buttered chicken, Sweet n sour tuna fish , Asparagus soup , watermelon, binangay saging Juice can, bottle softdrinks 200 ml Snacks: Tuna Sandwich with scramble egg, French Fries, juice can	25	10,750.00	430.00		
10	pax	December 22, 2023 Snacks: Cassava cake, palitaw, Juice can Lunch: chicken adobo (bisaya), fish tuna tinola, Fish fillet(tuna), buko salad, binangay saging, pineapple, Watermelon, assorted juice can Snack: bingka, palitaw, buko juice	25	10,750.00	430.00		
		Note: Always with 3 in 1 flowing coffee and mineral water					
		*Use of waxed carton instead of styrofoam (Pack meals). * Use of stainless steel, wooden/ bamboo spoon and pork instead of plastic spoon/fork. *Use of glass, disposable paper cup instead of plastic disposable cup. * Use of stainless teaspoon, wooden popsicle sticks instead of plastic stirrer. *Use of glass or personal tumbler instead of single use plastic bottled water. *use of glass bottled softdrinks instead of single used plastic softdrinks bottled. *use of paper straw instead of plastic straw. * Reduce usage of disposable containers for food, drinks and condiments.					

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: PER SCHEDULE OF ACTIVITY
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING 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 TWO (2) 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**

Small Value Procurement (Sec 53.9)

July 4, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.

Date of Opening (**July 11, 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.: **0970-AM-23**

End User:

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

Dated: **07/03/2023**

**COMELEC**

PGDH-PBO 7 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: <b>1999 MOOE Representation Expenses</b> <b>5-02-99-030</b> <b>Nothings Follow</b> Purpose/Remarks: Support to Comelec NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		79,950.00			

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

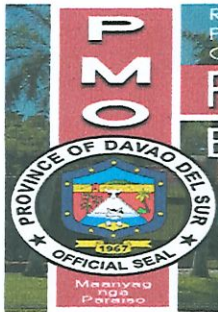
Valid ID

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

# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: PER SCHEDULE OF ACTIVITY
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
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13. RFQs/CANVASS FORMS SHALL NOT BE ACCEPTED FOR DROPPING WHEN ANY OF THE FOLLOWING CONDITIONS EXIST:
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  - 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/pggo-bac](http://www.davaodelsur.gov.ph/pggo-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: July 04, 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
PHRMO	0974-AM-23	Supply/Delivery of Steel Cabinet. Please see attached RFQ.	₱ 60,300.00	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 July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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



**PROCUREMENT MANAGEMENT OFFICE  
BIDS AND AWARDS COMMITTEE**

**INVITATION TO QUOTE**

Date: July 04, 2023

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

Office	PIR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PHRMO	0014-AM-23	Supply/Delivery of Steel Cabinet <i>Please see attached RFO</i>	P-60,300.00	10 Calendar Days	PHRO Wizkons	Small Value Procurement

- Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Hangey Mant, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
- Price Quotations must be delivered to the following at **9:00am on July 11, 2023**:  
**Advance Dropping (before July 11, 2023):** Room 4, Procurement Management Office, Capital Building, Mant, Digos City. Date of Opening (July 11, 2023) – Ralata Hall, Davao del Sur, Cotacotán, Province of Davao del Sur.
- Request for Quotation's opening shall be on **July 11, 2023 at 9:00 a.m.** at **Ralata Hall, Davao del Sur, Cotacotán, Province of Davao del Sur**.
- The provided Request for Quotation's form as attached. Late bid shall not be accepted.
- If applicable, brand Name shall be indicated in the RFO by the participating suppliers. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.
- Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.
- The Supplier shall notify the PGO a day before the actual delivery.
- The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a failure of bidding or not award the contract in any time prior to contract award in accordance with Sections 33.6 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.davaodelsur@gmail.com](mailto:bac.davaodelsur@gmail.com)  
  
MR. NORLAINA M. CAMAGUI, MBA  
PMO-Chief Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Hangey Mant, 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) 233-9379  
Mobile No.:  
Globe 0905-219-0256; 0966-978-7142  
Smart 0905-332-2024; 0946-194-2281

**BESSAMIE BUAT-SAN-CHITZ, CPA, L.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 4, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**July 11, 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.: **0974-AM-23**

End User:

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

Dated: **07/03/2023**

**PHRMO**

PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	unit	Steel Cabinet - Lateral - Four (4) drawers, color - Biege - Dimension: L90cm x W45cm x H133cm or manufacturer's dimension equivalent x-x-x-x-x	3	60,300.00	20,100.00		
Charges: <b>PHRMO GENERAL FUND</b> Account Code: <b>5-02-03-990</b> Purpose/Remarks: For PHRMO Use. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.				60,300.00			

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

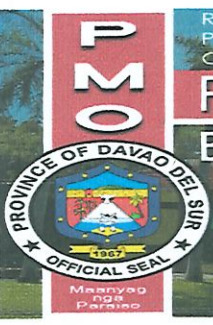
Valid ID

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

# 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.
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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.
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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)/[spacdavaodelsur@gmail.com](mailto:spacdavaodelsur@gmail.com)



### INVITATION TO QUOTE

Date: July 04, 2023

- The Provincial Government of Davao del Sur, through its Bids and Awards Committee (BAC), invites all potential bidders/suppliers to quote for the following goods under **Alternative Methods of Procurement Shopping (Sec 52.1.b)**.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
PTDPO	0975-AM-23	Supply/Delivery of Office Supplies.  Please see attached RFQ.	₱ 99,775.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

- 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.**
- Price Quotations must be delivered to the following at **9:00am on July 11, 2023:**  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
- Request for Quotation's opening shall be **on July 11, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
- Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
- 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.
- Bidder is allowed to offer maximum of two (2) brands only. Brand replacement shall not be allowed.
- The Supplier shall notify the PGSO a day before the actual delivery.**
- The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

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

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

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





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

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

Shopping (Sec 52.1.b)

July 4, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**July 11, 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.: **0975-AM-23**

End User:

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

Dated: **07/03/2023**

**PTDPO**

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	box	Stapler no. 35 heavy duty	5	1,250.00	250.00		
2	ream	Brown folder (legal) 100pcs/ream	3	2,700.00	900.00		
3	ream	Brown envelop (legal) 100pcs/ream	2	1,600.00	800.00		
4	piece	Brown Expanded Envelop (legal)	100	3,000.00	30.00		
5	piece	Notebook 50 leaves (spring type),small	30	1,200.00	40.00		
6	piece	Record book 300 pages	20	3,100.00	155.00		
7	piece	Record book 500 pages	10	1,500.00	150.00		
8	piece	File organizer (legal)	20	6,200.00	310.00		
9	piece	Metal tray desk organizer (3 layers) plastic	10	8,000.00	800.00		
10	piece	Double sided tape 24mm	20	1,100.00	55.00		
11	piece	Masking tape 1nch	30	1,950.00	65.00		
12	piece	Scotch tape 24mm	30	2,100.00	70.00		
13	box	Paper clip 100pc/box (metal)	50	4,500.00	90.00		
14	piece	Ruler plastic 18" 450mmx38mm	10	1,500.00	150.00		
15	piece	Scissor, symmetrical (big) 8", 1 piece individual plastic	5	800.00	160.00		
16	piece	Desktop pencil Sharpener	2	1,000.00	500.00		
17	piece	Flash drive 16gb	5	1,900.00	380.00		
18	piece	Metal pen Holder	10	2,400.00	240.00		
19	piece	Tape dispenser	3	600.00	200.00		
20	piece	Paper cutter wood (paper guillotine) A4	1	2,000.00	2,000.00		
21	piece	Paper cutter knife 18mm	10	1,500.00	150.00		
22	box	Paper cutter blade (18mm) 10pcs/box	15	1,500.00	100.00		
23	piece	Stamp pad (blue)	5	300.00	60.00		
24	piece	Customized stamp plastic ( name of the head officer)	2	6,000.00	3,000.00		
25	piece	Customized stamp plastic ( certified machine copy)	3	6,000.00	2,000.00		
26	piece	Customized stamp wood ( received copy with date)	2	3,600.00	1,800.00		
27	piece	Columnar notebook (24 columns)	5	900.00	180.00		
28	piece	Glue 130g	5	475.00	95.00		
29	box	Staple wire (no. 35) heavy duty	10	550.00	55.00		
30	box	Metal fastener 50sets/box	20	1,700.00	85.00		
31	piece	Cork board with wooden boarder (45x60cm)	2	1,700.00	850.00		
32	box	push pin 50 pcs/box	2	120.00	60.00		
33	set	highlighter (assorted color) 3pcs/set	10	950.00	95.00		
34	pad	sticky notes (4x4)	20	1,200.00	60.00		
35	pack	index card 1/4	30	2,550.00	85.00		
36	pack	glue stick 10g (11mmx200m) 10pcs/pack	3	630.00	210.00		
37	piece	duck tape 2inches	5	750.00	150.00		
38	piece	puncher (big)	2	700.00	350.00		

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 TWO (2) 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)

July 4, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**July 11, 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.: **0975-AM-23**  
 Dated: **07/03/2023**

End User:  
**PTDPO**

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

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	BrandName
39	box	sign pen (black) 12pcs/box 0.3	10	3,800.00	380.00		
40	box	sign pen (red) 12pcs/box 0.3	5	1,900.00	380.00		
41	box	permanent marker (black) 12pcs/box	3	1,500.00	500.00		
42	box	permanent marker (blue) 12pcs/box	3	1,500.00	500.00		
43	piece	white board eraser	2	170.00	85.00		
44	piece	white board with stand (4x6ft)	1	6,000.00	6,000.00		
45	box	white board marker (black) 12pcs/box	2	800.00	400.00		
46	box	white board marker (blue) 12pcs/box	2	800.00	400.00		
47	box	white board marker (red) 12pcs/box	1	400.00	400.00		
48	piece	packing tape gun (50mx50mm)	1	380.00	380.00		
49	piece	metal stapler bookbinding (stapling 240 sheets)	1	3,000.00	3,000.00		
		Charges: <b>SUPPORT TO MT. APO AGRITOURISM PARK C.Y 2023 GENFUND- OTHER PURPOSE OFFICE SUPPLIES EXPENSE 5-02-03-010</b> Purpose/Remarks: For the use for admin supplies of Mt. Apo Agri-Tourism Park NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		<b>99,775.00</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)

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

# GENERAL CONDITION

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



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 TWO (2) 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:
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  - 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 Love Davao del Sur*

## INVITATION TO QUOTE

Date: July 04, 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
COMELEC	0970-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 79,950.00	Per Schedule of Activity	Place of Activity	Small Value Procurement
PSWDO	0980-AM-23	Supply/Delivery of Catering Services. Please see attached RFQ.	₱ 87,500.00	July 21, 2023	Place of Activity	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the **Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City** from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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 04, 2023

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

Office	PK	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
COMTEC	0000-A4-23	Supply/Delivery of Casing Services	₱ 10,000.00	1st 2nd week of activity	Place of Activity	Small Value Procurement
PSWD	0000-A4-23	Supply/Delivery of Casing Services and attached RFO	₱ 87,500.00	July 11, 2023	Place of Activity	Small Value Procurement

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

Price Quotation must be delivered to the following on 9:00am on July 11, 2023

Advance Dropping (before July 11, 2023) Room 4 Procurement Management Office, Capital Building, Matina, Digos City, from 9:00 a.m. to 4:00 p.m., Monday to Friday, Davao del Sur Coliseum, Province of Davao del Sur.

The post for Quotation's opening shall be on July 11, 2023 at 9:00 a.m. at Room 4, Davao del Sur Coliseum, Province of Davao del Sur.

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

If applicant's Brand Name shall be indicated in the RFO by the participating supplier in the absence of brand name, effort 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 PGO a day before the actual delivery.

The Provincial Government of Davao del Sur reserves the right to reject any and all bids declared a failure of bidding or not award the contract at any time prior to contract award in accordance with Sections 52 and 41 of the 2016 Revised RA 9184 without thereby incurring any liability to the affected bidder/s.

For further information, please refer to:

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

MS. NORIYAMA M. CAMAGUITAN, MBA  
PMO Chief Administrative Officer  
Head BAC Procurement  
Procurement Management Office  
Room 4 Executive Building, Barangay Matina, Digos City  
Website: [www.pswd.com](http://www.pswd.com)  
Email: [bac.davao@pswd.com](mailto:bac.davao@pswd.com)  
Telephone No. (822) 553-0379  
Mobile No. \_\_\_\_\_  
Globe 0961-529-0379; 0966-974-7143  
Smart 0908-033-0034; 0946-194-2281

DESSAMIE BUAT-SANCHEZ, CPA, JD.  
Procurement Budget Officer  
BAC Chairperson



# GENERAL CONDITION



1. ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
2. DELIVERY PERIOD: JULY 21, 2023
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
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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.
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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
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  - 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 Proprietor or its duly authorized representative

\_\_\_\_\_  
 Valid ID

\_\_\_\_\_  
 Telephone, Cellphone No. and/or E-mail Address

\_\_\_\_\_  
 NAME & SIGNATURE OF CANVASSER

\_\_\_\_\_  
 Valid ID

\_\_\_\_\_  
 Telephone, Cellphone No. and/or E-mail Address



**INVITATION TO QUOTE**

**Date: July 04, 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	0982-AM-23	Supply/Delivery of Catering Services.  Please see attached RFQ.	₱ 70,500.00	July 14, 2023	Place of Activity	Small Value Procurement

2. Interested Suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matti, Digos City from **8:00 a.m. – 4:00 p.m., Monday to Friday**.
3. Price Quotations must be delivered to the following at **9:00am on July 11, 2023**:  
  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation’s opening shall be **on July 11, 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  
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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 11, 2023

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).

Item No.	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
1.00	Supply Delivery of Cooking Stoves Please see attached RFO	P 70,500.00	July 14, 2023	Place of Activity	Small Value Procurement

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

3. Price Quotations must be delivered to the following address on July 11, 2023:

Address: Procurement Management Office, Room 4, Executive Building, Bantayan Building, Digos City, Davao del Sur  
Rafael Hall, Davao del Sur Province, Davao del Sur

4. Request for Quotation's opening shall be on July 11, 2023 at 9:00 a.m. at Rafael Hall, Davao del Sur, Provincial Government of Davao del Sur.

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

6. If applicable, brand name shall be indicated in the RFO 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 the kind 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 33.5 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.davaodelsur@gov.ph](mailto:bac.davaodelsur@gov.ph)

MS. NORLINA M. CAMAGUI, MBA  
PMO Chief, Administrative Officer  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Bantayan Building, Digos City  
Website: [www.davaodelsur.gov.ph](http://www.davaodelsur.gov.ph)  
Email: [bac.davaodelsur@gov.ph](mailto:bac.davaodelsur@gov.ph)  
Telephone No: (082) 253-9378  
Mobile No: 0965-227-0128; 0965-974-7143  
Smart 0998-230-2024; 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 5, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**July 11, 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.: **0982-AM-23**

End User:

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

Dated: **07/03/2023**

**PSWDO**

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 MEAL & 1 SNACK) RE: OPENING PROGRAM OF TUPAD PANGAKO PROGRAM B-4 ON JULY 14, 2023, AT MBRLC FOUNDATION INC., BRGY. KINUSKUSAN, BANSALAN, DAVAO DEL SUR.					
1.	HEADS	<b>1 MEAL &amp; 1 SNACK (BUFFET STYLE)</b> <b>MENU:</b> TINOLANG MANOK (NATIVE), TUNA KINILAW, BUTTERED SHRIMP, RICE, SOFTDRINKS (8OZ.), MINERAL WATER (500ML), MACARONI SALAD. <b>A.M. SNACKS:</b> JELLY ROLL WITH JUICE IN A BOTTLE (350ML)	70	24,500.00	350.00		
2.	HEADS	<b>1 MEAL &amp; 1 SNACK (PACKED MEALS)</b> <b>MENU:</b> GARLIC CHICKEN, FISH FILLET, RICE, SOFTDRINKS (350ML), MINERAL WATER (500ML), MACARONI SALAD. <b>A.M. SNACKS:</b> JELLY ROLL WITH JUICE IN A BOTTLE (350ML)	120	36,000.00	300.00		
3.	PIECES	<b>LECHON PORK (20KLS. GOOD AS COOKED) W/BOPIS</b>	1	10,000.00	10,000.00		
		-x-x-x-x-x-x-x-x-nothingfollows-x-x-x-x-x-x-x-					
		-use of waxed carton instead of Styrofoam (pack meals); -use of stainless, steel, wooden/bamboo spoon and fork instead of plastic spoon/fork; -use of glass, disposable paper cups instead of disposable plastic cups; -use of stainless teaspoons and wooden popsicle sticks instead of a plastic stirrer; -use of glass/personal tumbler instead of single; -use plastic bottled water; -use of glass bottle softdrinks instead of single; -use plastics in a drinks bottle; -use of paper straws instead of plastic straws; -reduce the usage of disposable containers for food, drink & condiments.					

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: JULY 14, 2023
3. PLACE OF DELIVERY: PLACE OF ACTIVITY
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, AT LEAST ONE (1) YEAR FOR EQUIPMENT FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
5. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS EXCEPT FOR HIGH PERISHABLE GOODS, FUEL AND OTHER ITEMS WARRANTED UNDER THE CIRCUMSTANCES.
6. FOR EQUIPMENT: BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED. FAILURE TO ATTACH BROCHURES IN THE RFQ SHALL BE A GROUND FOR DISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATING SUPPLIER/S. IN THE ABSENCE OF "BRAND NAME AND MODEL" OFFERED SHALL BE A SUFFICIENT GROUND FOR DISQUALIFICATION OF THE PARTICIPATING SUPPLIER/BIDDER.
8. BIDDER IS ALLOWED TO OFFER MAXIMUM OF TWO (2) 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**

Small Value Procurement (Sec 53.9)

**July 5, 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 July 11, 2023 @ 9:00 AM:

Advance Dropping (before July 11, 2023) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (July 11, 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.: **0982-AM-23**

End User:

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

Dated: **07/03/2023**

**PSWDO**

PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	BrandName
		<b>Charges: LGDF-2023 INTERNAL ARMED CONFLICT PROGRAM (ENDING LOCAL COMMUNIST-ARMED CONFLICT); ACCOUNT CODE: 5-02-02-010; RESPONSIBILITY CENTER: 1919-20</b> Purpose/Remarks: FOR THE USE OF TPP B-4 PARTICIPANTS AND SECURITY PERSONNEL. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		70,500.00			

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:

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 Downloaded through Philgeps       Sent through BAC Email  
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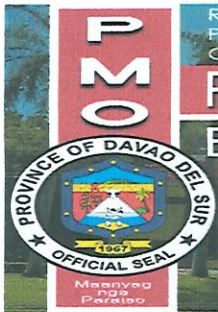
Valid ID

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

# GENERAL CONDITION



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2. DELIVERY PERIOD: JULY 14, 2023
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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.
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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  - 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: July 05, 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
PWO	0985-AM-23	Supply/Delivery of Commercial Rice. Please see attached RFQ.	₱ 393,600.00	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 July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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

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INVITATION TO QUOTE

Date: July 05, 2023

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

Office	P/R	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
TWO	1081-A41-23	Supply/Delivery of Commercial Rice <i>(Please see attached RFO.)</i>	7,393,600.00	10 Calendar Days	Wakayon	Small Value Procurement

Interested suppliers/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.

Price Quotation must be delivered to the following at 9:00am on July 11, 2023:

Advance Preparation (Quote) July 11, 2023 Room 4-Procurement Management Office, Capital Building, Main Digos City, Davao del Sur. (July 11, 2023) - Room 4 Hall, Davao del Sur, Cotabato Province of Davao del Sur.

Request for Quotation's opening shall be on July 11, 2023 at 9:00 a.m. at Kalota Hall, Davao del Sur, Cotabato Province of Davao del Sur.

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

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

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

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

The Provincial Government of Davao del Sur reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35 a and 41 of the 1987 Revised Constitution of RA No. 9184, without thereby incurring any liability to the affected bidder or bidder.

For further information, please refer to:

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

MR. NORIANYA M. CAYAGUAN, MBA  
BAC Chair, 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@provincial.gov.ph](mailto:bac@provincial.gov.ph)  
Telephone No. (082) 253-9379

Mobile No.:  
Globe 0908-333-0281 / 0944-104-0281  
Smart 0908-333-0281 / 0944-104-0281

DESSAMIE BUAT SINCHEX, CPA, JD  
Provincial Budget Officer  
BAC Chairperson



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

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**CANVASS/REQUEST FOR QUOTATION**

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July 5, 2023

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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.: **0985-AM-23**

End User:

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

Dated: **07/05/2023**

**PWO**

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	Commercial Rice 50kls/Bag (Tonner) For 3rd Quarter, 2023	164	393,600.00	2,400.00		
		Office/Program; PCSMO-PWO Office/Program Code; 1012 Account Name: Food Supplies Account Code; 5-02-03-050					
		Charges: PCSMO-PWO General Fun; Purpose 1012 Food Supplies Code 5-02-03-050 ( Supplemental Budget No. 1 ) Purpose/Remarks: For the Prisoner's Subsistence of Provincial Warden Office NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		393,600.00			

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

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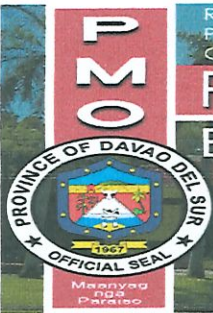
Valid ID

(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.
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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: July 05, 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
PCSMO-CSU	0988-AM-23	Supply/Delivery of Diesel, Gasoline & Engine Oil.  Please see attached RFQ.	₱ 80,000.00	: Latest Fuel Pump Price (for item 1 & 2) : Until it is Consumed (for item 1 & 2) : 7 Working Days (for item 3) : Staggered Payment (for item 1 & 2)	At Source or at Station	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 July 11, 2023**:  
**Advance Dropping (before July 11, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (July 11, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on July 11, 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 08, 2023

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

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Quantity
PR-AMC-EXU	1988-001-03	Supply/Delivery of Diesel Generator & Engine Oil. Please see attached BPO.	2,000,000.00	1. Lead time: 15 days (1 & 2) 2. Contract Period: 1 year (1 & 2) 3. Warranty: 12 months (1 & 2) 4. Delivery location: Davao City 5. Payment terms: 15 days (1 & 2)	At source or as per contract	1 unit

Interested bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Strategy Mall, Digos City from 9:00 a.m. – 4:00 p.m., Monday to Friday.

1. Bids shall be delivered to the following at 9:00am on July 11, 2023.

2. Bids shall be delivered to the following at 9:00am on July 11, 2023: Procurement Management Office, Strategy Mall, Digos City. Date of Opening (July 11, 2023) – Room 4, Executive Building, Strategy Mall, Digos City.

3. Request for Quotation's opening shall be on July 11, 2023 at 9:00 a.m. at Room 4, Executive Building, Strategy Mall, Digos City.

4. The Bids shall be opened in the presence of the Bidders and the BAC members. Late bids will not be accepted.

5. If applicable, Brand Name shall be indicated in the BPO by the participating bidders. In the absence of Brand Name, stated shall be sufficient ground for disqualification of the participating bidders.

6. Bidders are allowed to enter a maximum of two (2) bids only. Brand replacement shall not be allowed.

7. The bidders shall notify the BAC a day before the actual delivery.

8. The Provincial Government of Davao del Sur reserves the right to reject any and all bids, require a return of bid, or not award the contract at any time prior to contract award in accordance with Sections 32.6 and 41 of the 2019 Local Government Code (RA No. 9164), without thereby incurring any liability to the affected bidders.

For further information, please refer to:

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

MR. NOLYANA M. CAMAGUIAN, MBA  
Bids Officer - Administrative Office  
Head BAC Secretariat  
Procurement Management Office  
Room 4, Executive Building, Strategy Mall, Digos City  
Website: [www.provincialdavao.gov.ph](http://www.provincialdavao.gov.ph)  
Email: [bac@provincialdavao.gov.ph](mailto:bac@provincialdavao.gov.ph)  
Telephone No.: (827) 233-9239  
Mobile No.:

Office 0917-729-0136 / 0916-974-7113  
Smart 0916-772-2024 / 0916-194-2381

DESSAMIE BINT-SAGORREX, CPA, LLD  
Procurement 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 5, 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 **July 11, 2023 @ 9:00 AM:**

Advance Dropping (before **July 11, 2023**) - Room 4, Procurement Management Office, Capitol Building, Mati, Digos City.  
 Date of Opening (**July 11, 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.: **0988-AM-23**

End User:  
**PCSMO-CSU**

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

PGDH-PBO / BAC CHAIRPERSON

Dated: **07/05/2023**

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	Liters	DIESEL FUEL	650	39,000.00	60.00		
2	Liters	GASOLINE FUEL	520	33,800.00	65.00		
3	Quarts	ENGINE OIL GASOLINE 10W40	12	7,200.00	600.00		
Conditions: 1. Latest Fuel Pump Price (for item 1 & 2) 2. Delivery: Until consumed (for item 1 & 2) and 7 working days (for item 3) 3. Staggered Payment (for item 1 & 2)							
Charges: <b>MOOE: 5-02-03-090</b> <b>CODE: 1013</b> Purpose/Remarks: For the use of PCSMO-Civil Security Unit Division NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.					<b>80,000.00</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: LATEST FUEL PUMP PRICE (for item 1 & 2)
  - : DELIVERY: UNTIL IT IS CONSUMED (for item 1 & 2)
  - : 7 WORKING DAYS (for item 3)
  - : STAGGERED PAYMENT (for item 1 & 2)
3. PLACE OF DELIVERY: AT SOURCE OR AT STATION
4. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ATLEAST 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 PERISHABLEGOODS, 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 FORDISQUALIFICATION.
7. IF APPLICABLE, BRAND NAME AND MODEL SHALL BE INDICATED IN THE RFQ BY THE PARTICIPATINGSUPPLIER/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 TWO (2) 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 HIGHESTTOTAL VALUE OF ITEMS AWARDED.
10. ALL REQUEST FOR QUOTATION (RFQ'S)/CANVASS FORMS MUST BE PUT INSIDE AN ENVELOPEPROPERLY 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 FOLLOWINGCONDITIONS 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 MEANAUTOMATIC 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