



INVITATION TO QUOTE

Date: September 22, 2023

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


Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
SP-FERNANDEZ	1326-AM-23	Supply/Delivery of Diesoline. Please see attached RFQ.	₱ 169,950.00	Until it is Consumed	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 September 28, 2023**:
- Advance Dropping (before September 28, 2023)** Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (September 28, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6
4. Request for Quotation's opening shall be **on September 28, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**
5. Use prescribed Request for Quotation's form as attached. Late bid shall not be accepted.
6. If applicable, Brand Name shall be indicated in the RFQ by the participating Supplier/s. In the absence of "Brand Name" offered shall be sufficient ground for disqualification of the participating supplier/bidder.
7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.
8. The Supplier shall notify the PGSO a day before the actual delivery.
9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

The BAC Chairperson
Provincial Government of Davao del Sur
Email: bac.davaodelsur2@gmail.com

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


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

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INVITATION TO QUOTE

Date: September 22, 2023

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

Office	PR	Description	ABC	Delivery Period	Time of Delivery	Mode of Procurement
PT. BANGGAY	1234-ABC-12	Supply of Diesel	1,000,000.00	Within 10 days	At source or as specified	Small Value Procurement

2. Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Banggay, Marikina City from 8:00 a.m. to 5:00 p.m., Monday to Friday.

3. Price Quotations must be delivered to the following at 9:00 a.m. on September 28, 2023:

Advance Opening (before September 28, 2023) Room 4, Procurement Management Office, Executive Building, Marikina City. Date of Opening (September 28, 2023) - Room 4, Davao del Sur Convention Center, Davao del Sur.

4. Request for Quotation's opening shall be on September 28, 2023 at 9:00 a.m. at Room 4, Davao del Sur Convention Center, 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. 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 BAC 5 days before the actual delivery.

9. The Provincial Government of Davao del Sur reserves the right to reject any and all bids which it deems to be in violation of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

The BAC Chairperson
Provincial Government of Davao del Sur
Email: bac@pgo.gov.ph

MRS. NORIANYA M. CAMAGUIN, MBA
BAC Chairperson
Room 4, Executive Building, Banggay, Marikina City

Phone: 0905-234-5678
Mobile: 0905-234-5678
Fax: 0905-234-5678

Website: www.pgo.gov.ph

Phone: 0905-234-5678
Mobile: 0905-234-5678
Fax: 0905-234-5678

DESSAMIE REAT-SAMOR, CPA, J.D.
Procurement Officer
BAC Chairperson



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

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Small Value Procurement (Sec 53.9)

September 22, 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 September 28, 2023 @ 9:00 AM:

Advance Dropping (before September 28, 2023) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.

Date of Opening (September 28, 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.: 1326-AM-23

End User:

DESSAMIE BUAT-SANCHEZ, CPA, JD

Dated: 09/22/2023

SP - Legislation (RIAFE CAGAS FERNANDEZ)

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	LITER	DIESOLINE	2266	169,950.00	75.00		
		1. HON. SHIELA B. CAGAS (P99,975.00) DIESOLINE: 1,333 LITERS X 75.00/LITER = P99,975.00					
		2. HON. REY Q. AYO (P69,975.00) DIESOLINE: 933 LITERS X 75.00/LITER= P69,975.00					
		CONDITIONS: 1. LATEST FUEL PUMP PRICE 2. DELIVERY: UNTIL CONSUMED 3. STAGGERED PAYMENT					
		Charges: 1021-SP LEGISLATION 5-02-03-090 (FUEL, OIL & LUBRICANTS) Purpose/Remarks: For the use of SP Legislation's assigned vehicles, this province. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		169,950.00			

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



INVITATION TO QUOTE

Date: September 22, 2023

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

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Mode of Procurement
JANITORIAL	1328-AM-23	Supply/Delivery of Other Supplies. Please see attached RFQ.	₱ 136,200.00	10 Calendar Days	PGSO Warehouse	Shopping (Sec 52.1.b)

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

3. Price Quotations must be delivered to the following at **9:00am on September 28, 2023**:

Advance Dropping (before September 28, 2023) Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (September 28, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6

4. Request for Quotation's opening shall be **on September 28, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**

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

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

7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.

8. The Supplier shall notify the PGSO a day before the actual delivery.

9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

10. Complete Delivery Shall be Strictly Observed by the Supplier and no Partial Delivery Shall be Allowed Except in Meritorious Cases Such as Fortuitous Event, or by Act of the Government or Upon the Approval of the Head of Procuring Entity.

For further information, please refer to:

The BAC Chairperson

Provincial Government of Davao del Sur
Email: bac.davaodelsur2@gmail.com

MS. NORJANNA M. CAMAGUIN, MPA

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


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



INVITATION TO QUOTE

Date: September 25, 2023

1. The Provincial Government of Davao del Sur through its Bids and Awards Committee (BAC) invites all potential bidders to submit bids for the following goods under Alternative Methods of Procurement Shopping (APM) for 2023.

Office	PR	Description	ABC	Delivery Period	Place of Delivery	Goods to be Procured
Procurement Office	123-456-789	Supply of Office Supplies	P 150,000.00	10 calendar days	Procurement Office	Office Supplies (2023)

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

3. Bids must be delivered to the BAC at the following address on September 28, 2023:

Address: Procurement Office, Room 4, Executive Building, Barangay Matig, Digos City. Date of Opening: September 28, 2023. Time of Opening: 9:00 a.m. to 12:00 p.m. at the Procurement Office, Room 4, Executive Building, Barangay Matig, Digos City.

4. Request for Quotation (RFQ) opening shall be on September 28, 2023 at 9:00 a.m. at the Procurement Office, Room 4, Executive Building, Barangay Matig, Digos City.

5. Late bids and requests for quotation forms are not accepted.

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

7. Bids are allowed to offer a maximum of two (2) brands only. Brand replacement shall not be allowed.

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

9. The Provincial Government of Davao del Sur reserves the right to reject any and all bids deemed to be non-responsive. The supplier shall be liable for the cost of the rejected bid. The supplier shall be liable for the cost of the rejected bid.

10. Cancellation of Delivery: Shall be subject to the supplier and no partial delivery shall be allowed. However, in the event of force majeure, the supplier may be allowed to deliver the goods in installments.

For further information, please refer to:

The BAC Chairperson
Provincial Government of Davao del Sur
Email: bac.davao@psd.gov.ph

MR. KURANYA M. CAMAGUIAN, MBA
BAC Chairperson
Procurement Office

Room 4, Executive Building, Barangay Matig, Digos City
Website: www.davao.gov.ph
Email: bac.davao@psd.gov.ph

Telephone: (082) 251-0270

Mobile: 0917-334-0330, 0936-074-7143

Fax: 082-251-0270, 0936-074-7143

DESSAIE BLAT-SANCHEZ, CPA, JD
Procurement Officer
BAC Chairperson



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

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Shopping (Sec 52.1.b)

September 22, 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 **September 28, 2023 @ 9:00 AM**:

Advance Dropping (before **September 28, 2023**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.

Date of Opening (**September 28, 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.: 1328-AM-23

End User:

Dated: 09/22/2023

JANITORIAL

DESSAMIE BUAT-SANCHEZ, CPA, JD

PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	bottle	Glass Cleaner 500ml.	30	8,400.00	280.00		
2	pack	Detergent Powder, All purpose (at least 1kg.)	60	10,800.00	180.00		
3	box	Fabric Conditioner 40ml./pc.360pcs./box, color red	3	12,900.00	4,300.00		
4	piece	Mophead 400grams, made of rayon	10	2,500.00	250.00		
5	roll	Trash bag Plastic, Transparent 10pcs./roll size XL, black	90	18,000.00	200.00		
6	pack	Bathroom Tissue made of 100% virgin pulp 3 ply (12 rolls in a pack)	40	8,800.00	220.00		
7	gallon	Bleaching Solution, 1 gallon	20	5,400.00	270.00		
8	piece	Broom Soft (tambo)	30	5,400.00	180.00		
9	piece	Toilet Brush	10	1,800.00	180.00		
10	unit	Mop Squeezer 32 liters * Heavy Duty * Suitable for Industrial Use * Made of Thick Plastic	6	29,400.00	4,900.00		
11	roll	Nylon #300 1kg./roll	41	32,800.00	800.00		
		Charges: PGO-Other Purpose 1999-09 5-02-03-990 Other Supplies and Material Expenses Purpose/Remarks: For the use of Capitol Executive Building and Coliseum. NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.		136,200.00			

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

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

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

CANVASSER:

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

Name & Signature of Canvasser

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

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

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

Valid ID

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

GENERAL CONDITION

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



INVITATION TO QUOTE

Date: September 22, 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	1332-AM-23	Supply/Delivery of Repair & Maintenance – Transportation. Please see attached RFQ.	₱ 144,600.00	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 September 28, 2023**:

Advance Dropping (before September 28, 2023) Room 4, Procurement Management Office, Capitol Building, Matti, Digos City. **Date of Opening (September 28, 2023)** – Ralota Hall, Davao del Sur Coliseum, Province of Davao del Sur.6

4. Request for Quotation's opening shall be **on September 28, 2023 at 9:00 a.m. at Ralota Hall Davao del Sur Coliseum, Provincial of Davao del Sur.**

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

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

7. Bidder is allowed to offer maximum of two (3) brands only. Brand replacement shall not be allowed.

8. The Supplier shall notify the PGSO a day before the actual delivery.

9. The **Provincial Government of Davao del Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

10. Complete Delivery Shall be Strictly Observed by the Supplier and no Partial Delivery Shall be Allowed Except in Meritorious Cases Such as Fortuitous Event, or by Act of the Government or Upon the Approval of the Head of Procuring Entity.

For further information, please refer to:

The BAC Chairperson

Provincial Government of Davao del Sur

Email: bac.davaodelsur2@gmail.com

MS. NORJANNA M. CAMAGUIN, MPA

PMO-Chief Administrative Officer

Head BAC Secretariat

Procurement Management Office

Room 4, Executive Building, Barangay Matti, Digos City

Website: www.davaodelsur.gov.ph

Email: bac.davaodelsur2@gmail.com

Telephone No.: (082) 553-9579

Mobile Nos.:

Globe 0905-229-0526; 0966-974-7142

Smart 0908-332-2024; 0946-194-2281


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



INVITATION TO QUOTE

Date: September 22, 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	Place of Procurement
PR-1	1-132-2023-1	Supply, Delivery, Installation & Maintenance of Air Conditioning Unit	P 144,000.00	10 Calendar Days	PR-1, Davao City	PR-1, Davao City

Interested suppliers/bidders may obtain information from the Procurement Management Office, Room 4, Executive Building, Barangay Matig, Digos City, from 8:00 a.m. to 5:00 p.m., Monday to Friday.

Price Quotations must be delivered to the following address on September 28, 2023:

Advanced Bidding (Before September 28, 2023) Room 4, Procurement Management Office, Executive Building, Matig, Digos City. Date of Opening (September 28, 2023) - Room 4, Procurement Management Office, Executive Building, Matig, Digos City.

Request for Quotation's opening shall be on September 28, 2023 at 9:00 a.m. at Room 4, Executive Building, Matig, Digos City.

The 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 subject to approval for substitution 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 PRSO 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 2019 revised RA 9184, without thereby incurring any liability to the affected bidder or bidders.

Complete Delivery shall be strictly observed by the Supplier and no Partial Delivery shall be allowed. In exceptional cases such as Force Majeure, or by Act of the Government or upon the Approval of the Head of Procurement, Partial Delivery may be allowed.

For further information, please refer to:

The BAC Chairperson
Provincial Government of Davao del Sur
Email: bac.davao@psd.gov.ph

MS. NORAYNA M. CANTACUIN, MBA
PRM-Office Administrative Officer
Head BAC Secretariat
Procurement Management Office
Room 4, Executive Building, Barangay Matig, Digos City
Website: www.psd.gov.ph
Email: bac.davao@psd.gov.ph
Telephone No.: (082) 232-9279
Mobile No.:
(082) 232-9279 / 082-927-1112
Smart 0962-332-2024 / 0962-194-1381

DESSAMIE BLAZZAR, CPA, IB
Procurement Officer (PRM)
BAC Chairperson



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

September 22, 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 **September 28, 2023 @ 9:00 AM**:

Advance Dropping (before **September 28, 2023**) - Room 4, Procurement Management Office, Capitol Building, Matti, Digos City.

Date of Opening (**September 28, 2023 @ 9:00 AM**) - 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.: **1332-AM-23**

Dated: **09/22/2023**

End User:

PWO

DESSAMIE BUAT-SANCHEZ, CPA, JD

PGDH-PBO / BAC CHAIRPERSON

Item No.	Unit	Item and Description	Qty	Approved Budget for Contract (ABC) Total	Approved Budget for Contract (ABC) Unit	Supplier's Quotation Unit Price	Brand Name
1	J.O	Supply of labor and Materials For the Replacement of worn-out parts of Service Vihecle KIA 2700 With Plate #: SAA 4466	1	115,090.00	115,090.00		
		Part to be supplied :					
		1 set Blinker Assembly					
		1 set Brake Pad					
		1 set Brake Shoe					
		1 set Rack-End					
		1 set Tyrod-End					
		1 set Wifer Blade					
		2 pcs Ball joint Upper					
		2 pcs Ball joint Lower					
		1 set Tinted Wind Shield					
		1 pc Door Opener					
		2 pcs Leaf Spring					
		2 pcs Center Bolt					
		1 can High end Temp. Grease					
		1 set Seat Cover Front					
		2 set Seat Cover Back Passenger					
		1 pc Aircon Compressor					
		1 pc Evaporator					
		2 pcs Expansion Bulb					
		1 pc T-Belt					
		1 pc Blower Motor					
		1 pc Filter Dryer					
		7 liters Engine Oil					
		1 pc Oil Filter					
		1 pc Fuel Filter					
		LABOR (Expense)					
		Scope of Work : -- Replace compressor, expansion bulb and blower motor; --Installation of blinker; --Replace brake pad,Brake shoe both sides (front & rear) --Additional leaf spring rear both sides --Reppack bearing front both sides --Repair starter motor					

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

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

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

CANVASSER:

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

Name & Signature of Canvasser

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

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

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

Valid ID

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

GENERAL CONDITION

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



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

BIDS AND AWARDS COMMITTEE
CANVASS/REQUEST FOR QUOTATION

Small Value Procurement (Sec 53.9)

September 22, 2023

(Company Name & Address)

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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.: 1332-AM-23

End User:

DESSAMIE BUAT-SANCHEZ, CPA, JD,

Dated: 09/22/2023

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	BrandName
		--Change Oil					
2	J.O	Supply of Labor and Materials for the Replacement of worn-out parts of service vehicle Mitsubishi L300 With Plate # : SGA- 469	1	29,510.00	29,510.00		
		PARTS TO SUPPLIED:					
		2 pcs Shock Absorber					
		1 pc Oil filter					
		1 pc Fuel Filter					
		6 liters Engine Oil					
		1 set Seat Cover front					
		1 pc Startic					
		4 pcs Pump Belt					
		1 set Horn					
		1 pc Door Lock					
		Labor (Expense)					
		Scope of Labor :					
		--Change Oil					
		--Replace front shock absorber both side					
		--Replace Startic					
		--Repair Electrical					
		--Align front wheel both side					
		Office/Program: PCSMO-PWO					
		Office/Program Code: 1012					
		Account Name: Repair & Maintenance-Transportation Equipment					
		Account Code : 5-02-13-060					
		Charges: PCSMO-PWO GENERAL FUND, PURPOSE 1012 REPAIR & MAINTENANCE-TRANSPORTATION EQUIPMENT 5-02-13-060		144,600.00			
		Purpose/Remarks: FOR THE USE OF THE PROVINCIAL WARDEN OFFICE					
		NOTE: KINDLY SEE GENERAL CONDITIONS AT THE BACK OF THE RFQ AS PART OF THE CONTRACT.					

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

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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)

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