

**Republic of the Philippines**  
**Province of Davao del Norte**  
**BIDS AND AWARDS COMMITTEE**  
Government Center, Mankilam, Tagum City



**REQUEST FOR QUOTATION**

[Negotiated Procurement - Small Value Procurement]

Control No. :



PR Number  
**2022127540**  
R0

Quotation No. : **S20230027**  
Old RFQ No. : **N/A**  
Date : **Jan 24, 2023**  
Page : **Page 1 of 3**

The Provincial Government of Davao del Norte intends to procure the hereunder item/s in accordance with the pertinent provisions of the Republic Act 9184 and its Implementing Rules and Regulations.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Should the Bids and Awards Committee find your price lowest and responsive; you will be officially notified through issuance of a Notice of Award (NOA) and a Purchase Order (PO). The Provincial Government of Davao del Norte reserves the right to accept or reject any bid, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance to Section 35.6 and Section 41 of the 2016 Revised IRR of RA 9184.

I.N.	Quantity/Unit	Item	Quotation	
			Unit Price	Total Amount
1	720.00 PAX	<b>SNACKS FOR REGULAR SESSIONS (FOR THE MONTH OF JANUARY, FEBRUARY AND MARCH 2023)</b> 1ST WEEK MENU: CHICKEN AND SPAGHETTI CANNED JUICE BOTTLED WATER  2ND WEEK MENU: HOTDOG SANWICH AND BUKO SALAD CANNED JUICE BOTTLED WATER  3RD WEEK MENU: CARBONARA AND CHEESE WAFFLE BUKO JUICE BOTTLED WATER  4TH WEEK MENU: PALABOK AND CHEESE DESAL CANNED SOFDRINKS	_____	_____
2	600.00 PAX	<b>SNACKS FOR SPECIAL SESSIONS, EXECUTIVE SESSIONS AND COMMITTEE MEETINGS (FOR THE MONTH OF JANUARY, FEBRUARY AND MARCH 2023)</b> 1ST WEEK MENU: PAN SET CANTON AND BURGER CANNED SOFDRINKS BOTTLED WATER  2ND WEEK MENU: TUNA SANDWICH AND OBUD LUMPIA CANNED SOFDRINKS BOTTLED WATER  3RD WEEK MENU: DOUBLE PATTY CHICKEN BURGER CANNED JUICE BOTTLED WATER  4TH WEEK MENU: BURGER HOTDOG CANNED SOFDRINKS BOTTLED WATER	_____	_____

Grand/Lot Total: \_\_\_\_\_

REMARKS : terms and condition

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for monthly payment

**for the use of regular sessions executive sessions and committee meeting, Office of the Secretary to the Sangunian**

APPROVED BUDGET FOR THE CONTRACT (ABC) : **₱92,334.00**

OPENING DATE AND TIME OF BIDDING: **February 2, 2023 9:00 am**

Place of Delivery : **on site delivery**

Delivery Term : **On the Day of Activity**

General Terms & Conditions :

1. Bidders shall provide correct and accurate information required in this form and shall quote for all the items, considering that this **procurement is for lot awarding, otherwise, the RQF will be rejected.**
2. Price quotation/s must be valid for a period of ninety (90) calendar days from the date of submission. In case the Provincial Government of Davao del Norte will officially notify that the items will be procured from the determined bidder, the stocks shall be readily available off-the-shelf.
3. Bidders shall specify/indicate the brand names in the RFQ and the country of origin.
4. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
5. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
6. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
7. The Provincial Government of Davao del Norte shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
8. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Provincial Government of Davao del Norte shall adopt and employ "tosscoin" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
9. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e, order slip and/or billing statement, by the contractor.
10. The following documentary requirements shall be submitted together with the Request for Quotation Form as requisite for award:
  - a. For Shopping:
    - 1.) Mayor's/Business Permit
    - 2.) PhilGEPS Registration Number
  - b. For Small Value Procurement:
    - 1.) Mayor's/Business Permit
    - 2.) PhilGEPS Registration Number
    - 3.) Professional License /Curriculum Vitae (for Consulting Services only)
    - 4.) PCAB License (for Infra. only)
    - 5.) Income/Business Tax Return (For ABCs above P500K only)
    - 6.) Omnibus Sworn Statement

VERY TRULY YOURS,

  
**DENNIS B. DEVILLERES , LI.B**  
BAC CHAIRPERSON

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I hereby certify and affirm to the foregoing quotation, terms and conditions :

NAME OF ESTABLISHMENT _____
ADDRESS _____
Please check whether VAT or Non-VAT <input type="checkbox"/> V.A.T. <input type="checkbox"/> Non - V.A.T.
T.I.N. _____
PhilGEPS Registration No.: _____

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME

\_\_\_\_\_  
DESIGNATION

\_\_\_\_\_  
CONTACT NUMBER

\_\_\_\_\_  
EMAIL ADDRESS