

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



REQUEST FOR QUOTATION

[Shopping B (Regular Purchase)]

Control No. :



PR Number
2025010409
R0

Quotation No. : **C20250301**
Old RFQ No. : **N/A**
Date : **Feb 07, 2025**
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		
			Brand	Unit Price	Total Amount
1	1.00 PC	BAG - BACKPACK HEAVY DUTY			
2	25.00 PIECE	BATH SOAP 75G, ANTIBAC SOAP BRANDED			
3	25.00 PACK	BATTERY - AA HEAVY DUTY (1.5V)			
4	25.00 PACK	BATTERY, AA, 4 PCS/PACK			
5	20.00 PC	BROOM - STICK STANDARD SIZE			
6	5.00 UNIT	CALCULATOR - 12 DIGITS, 2-WAY POWER, HIGH QUALITY			
7	50.00 PC	CARTOLINA - THICK			
8	1.00 BOOK	CASH BOOK			
9	2.00 ROLL	CELLOPHANE - CLING WRAP			
10	10.00 PC	CELLOPHANE - WATER			
11	250.00 PACK	DETERGENT SOAP - POWDER, 1KL			
12	125.00 KILO	DISINFECTANT - CHLORINE GRANULES			
13	10.00 PC	ENVELOPE - PLASTIC (8.5" X 13") - LONG SIZE			
14	10.00 BOX	FASTENER - VINYL COATED			
15	250.00 PC	FOLDER - BROWN (8.5" X 13") - LONG SIZE			
16	25.00 BOT	GLUE - MULTI-PURPOSE GLUE 240ML			
17	25.00 BOT	HAND SOAP - LIQUID W/ MOISTURIZER			
18	5.00 PC.	HEAVY DUTY SHARPENER			
19	10.00 PC	INK - SELF-INKING, 60ML			
20	5.00 PC.	INK PAD STAMP			
21	10.00 PC.	LONG CLEAR BOOK			
22	25.00 PC	MOP HEAD - COTTON YARN, ABSORBENT, THICK AND DURABLE WITHOUT HANDLE (FOR REPLACEMENT)			
23	1.00 PACK	NYLON - CABLE TIES 4.8 X 300MM 100PCS/PACK			
24	250.00 REAM	PAPER - BOOK (8.5"X11") SHORT SIZE SIZE (SUB.20)			

NAME OF ESTABLISHMENT _____

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25	300.00	REAM	PAPER - BOOK, 8.5" X 13", LONG SIZE, SUBS. 20, 80GSM	_____	_____	_____
26	5.00	PACK	PAPER - PHOTOPAPER, SHORT SIZE	_____	_____	_____
27	2.00	PACK	PAPER - STICKER, LONG SIZE	_____	_____	_____
28	166.00	PC	PEN - BALLPOINT, BLACK	_____	_____	_____
29	20.00	pc	pentel pen (fine & broad,black)	_____	_____	_____
30	20.00	PC	PENTEL PEN-PERMANENT, FINE	_____	_____	_____
31	10.00	PACKS	PHOTOPAPER	_____	_____	_____
32	125.00	BOT	SOAP - LIQUID HAND SOAP, 1000ML	_____	_____	_____
33	25.00	BOX	STAPLE WIRE - #35	_____	_____	_____
34	10.00	PC	STAPLER - #35 WITH REMOVER HEAVY DUTY	_____	_____	_____
35	10.00	PC	TRASH BIN	_____	_____	_____
36	20.00	PACK	WHITEBOARD MARKER	_____	_____	_____

Grand/Lot Total: _____

Green Procurement Terms and Conditions

DETERGENT POWDER

1. The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate (EDTA) nor alkyl phenol ethoxylates (APEO), and active ingredients as linear alkybenzene sulfonate.
2. The supplier shall supply products with adequate instructions for proper use and disposal. There shall be a minimum purchase of half kilo for this item.

DISINFECTANT SPRAY

1. The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate (EDTA) nor alkyl phenol ethoxylates (APEO).
2. The supplier shall supply products with detailed instructions on maximizing product performance and indications for the proper use and waste disposal.
3. The supplier shall supply product containing no Chlorofluorocarbon (CFC) or other ozone depleting substances.

LIQUID HAND SOAP

1. The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate (EDTA) nor alkyl phenol ethoxylates (APEO), and active ingredients as linear alkybenzene sulfonate.
2. Purchase in sachets shall not be allowed.
3. The supplier shall supply products with adequate instructions for proper use and disposal.

MULTICOPY PAPER

1. The supplier shall supply paper which is at least Elemental Chlorine Free (ECF).
2. Wrapping by ream should be made of at least 50% biodegradable material, no 100% single-use plastic wrapping. For bulk orders, carton box shall be used for packing.

For Requisition of Common-Use goods for 1st quarter of FY 2025 of PROVINCIAL ECONOMIC ENTERPRISE DEVELOPMENT OFFICE DDN HOSPITAL - CARMEN ZONE, Provincial General Services Office

APPROVED BUDGET FOR THE CONTRACT (ABC) : **₱296,607.21**

OPENING DATE AND TIME OF BIDDING: **February 13, 2025 9:00 am**

Place of Delivery : **PGSO Warehouse**

Delivery Term : **10 Calendar Days**

NAME OF ESTABLISHMENT

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General Terms & Conditions :

- 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.
- 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.
- Bidders shall specify/indicate the brand names in the RFQ and the country of origin.
- 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.
- 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.
- The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 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.
- 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.
- 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.
- The following documentary requirements shall be submitted together with the Request for Quotation Form as requisite for award:
 - For Shopping:
 - Mayor's/Business Permit
 - PhilGEPS Registration Number
 - For Small Value Procurement:
 - Mayor's/Business Permit
 - PhilGEPS Registration Number
 - Professional License /Curriculum Vitae (for Consulting Services only)
 - PCAB License (for Infra. only)
 - Income/Business Tax Return (For ABCs above P500K only)
 - Omnibus Sworn Statement

VERY TRULY YOURS,

RALPH P. DELA CRUZ, LT. COL.
BAC CHAIRPERSON

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

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